

## ROANOKE CITY COUNCIL REGULAR SESSION

APRIL 5, 2004 9:00 A.M.

## EMERGENCY OPERATIONS CENTER CONFERENCE ROOM

### **AGENDA**

### Call to Order--Roll Call.

A communication from Mayor Ralph K. Smith requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended.

P 13

Items listed on the 2:00 p.m. Council docket requiring discussion/clarification; and additions/deletions to the 2:00 p.m. docket. (15 minutes)

Topics for discussion by the Mayor and Members of Council. (15 minutes)

### Briefings:

I-581 Enhancement Planning - 20 minutes
 Housing Strategic Plan Update - 20 minutes

P 14;

P 15

## THE COUNCIL MEETING WILL BE DECLARED IN RECESS UNTIL 12:00 NOON, IN ROOM 159.

- The Budget and Planning Committee will meet at 10:15 a.m., in Room 159.
- The Audit Committee will meet at 11:00 a.m., in the Council's Conference Room.





## JOINT MEETING OF ROANOKE CITY COUNCIL AND THE ROANOKE CITY SCHOOL BOARD

## APRIL 5, 2004 12:00 NOON

## EMERGENCY OPERATIONS CENTER CONFERENCE ROOM

### **AGENDA**

- 1. Call to Order/Roll Call by School Board.
- 2. Welcome. Mayor Smith.
- 3. Invocation.
- 4. Lunch.
- 5. Topics for Discussion:
  - Health insurance stipend for retired teachers
  - Consolidation of City/School processes; i.e.: purchasing, human resources and health care

## 6. Closing Remarks.

THE COUNCIL MEETING WILL BE DECLARED IN RECESS TO BE RECONVENED AT 2:00 P.M., IN THE CITY COUNCIL CHAMBER, FOURTH FLOOR, NOEL C. TAYLOR MUNICIPAL BUILDING.



## ROANOKE CITY COUNCIL REGULAR SESSION

APRIL 5, 2004 2:00 P.M.

### CITY COUNCIL CHAMBER

### **AGENDA**

### 1. Call to Order--Roll Call.

The Invocation will be delivered by The Reverend Richard Mallory, Pastor, Morgans Baptist Church.

The Pledge of Allegiance to the Flag of the United States of America will be led by Mayor Ralph K. Smith.

Welcome. Mayor Smith.

## **NOTICE**:

Meetings of Roanoke City Council are televised live on RVTV Channel 3. Today's meeting will be replayed on Channel 3 on Thursday, April 8, 2004, at 7:00 p.m., and Saturday, April 10, 2004, at 4:00 p.m. Council meetings are now being offered with closed captioning for the hearing impaired.

### **ANNOUNCEMENTS:**

THE PUBLIC IS ADVISED THAT MEMBERS OF COUNCIL RECEIVE THE CITY COUNCIL AGENDA AND RELATED COMMUNICATIONS, REPORTS, ORDINANCES AND RESOLUTIONS, ETC., ON THE THURSDAY PRIOR TO THE COUNCIL MEETING TO PROVIDE SUFFICIENT TIME FOR REVIEW OF INFORMATION. CITIZENS WHO ARE INTERESTED IN OBTAINING A COPY OF ANY ITEM LISTED ON THE AGENDA MAY CONTACT THE CITY CLERK'S OFFICE, ROOM 456, NOEL C. TAYLOR MUNICIPAL BUILDING, 215 CHURCH AVENUE, S. W., OR CALL 853-2541.

THE CITY CLERK'S OFFICE PROVIDES THE MAJORITY OF THE CITY COUNCIL AGENDA ON THE INTERNET FOR VIEWING AND RESEARCH PURPOSES. TO ACCESS AGENDA MATERIAL, GO TO THE CITY'S HOMEPAGE AT <u>WWW.ROANOKEGOV.COM</u>, CLICK ON THE ROANOKE CITY COUNCIL ICON, CLICK ON MEETINGS AND AGENDAS, AND DOWNLOAD THE ADOBE ACROBAT SOFTWARE TO ACCESS THE AGENDA.

ALL PERSONS WISHING TO ADDRESS COUNCIL ARE REQUESTED TO REGISTER WITH THE STAFF ASSISTANT WHO IS LOCATED AT THE ENTRANCE TO THE COUNCIL CHAMBER. ON THE SAME AGENDA ITEM, ONE TO FOUR SPEAKERS WILL BE ALLOTTED FIVE MINUTES EACH, HOWEVER, IF THERE ARE MORE THAN FOUR SPEAKERS, EACH SPEAKER WILL BE ALLOTTED THREE MINUTES.

ANY PERSON WHO IS INTERESTED IN SERVING ON A CITY COUNCIL APPOINTED AUTHORITY, BOARD, COMMISSION OR COMMITTEE IS REQUESTED TO CONTACT THE CITY CLERK'S OFFICE AT 853-2541, OR ACCESS THE CITY'S HOMEPAGE AT WWW.ROANOKEGOV.COM, TO OBTAIN AN APPLICATION.

### 2. PRESENTATIONS AND ACKNOWLEDGMENTS:

Proclamation declaring the month of April 2004, as Scottish American History and Heritage Month.

Proclamation declaring the month of April 2004, as Fair Housing Month.

Proclamation declaring the week of April 11 - 17, 2004, as National Public Safety Telecommunicator's Week.

### 3. CONSENT AGENDA

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE MEMBERS OF CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF DISCUSSION IS DESIRED, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

C-1 A communication from the City Manager requesting that Council schedule a public hearing for Monday, April 19, 2004, at 7:00 p.m., or as soon thereafter as the matter may be heard, in connection with conveyance of a portion of City-owned property, identified as Official Tax No. 4060502, located adjacent to Roanoke Memorial Hospital for expansion purposes.

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RECOMMENDED ACTION: Concur in the request.

C-2 A communication from the City Manager requesting that Council schedule a public hearing for Monday, April 19, 2004, at 7:00 p.m., or as soon thereafter as the matter may be heard, in connection with conveyance of an easement across Jackson Park, identified as Official Tax No. 4130501, to Roanoke Gas Company, to relocate an eight-foot high relief valve from the northern side of Morningside Street, S. E.

P 17

RECOMMENDED ACTION: Concur in the request.

C-3 A communication from the City Manager requesting that Council schedule a public hearing for Monday, April 19, 2004, at 7:00 p.m., or as soon thereafter as the matter may be heard, in connection with conveyance of an easement across Franklin Road, S. E., identified as Official Tax No. 4016004, to Cox Communications, Inc., for installation of fiber optic cables, fixtures and appurtenances necessary to provide telecommunications services to a building located at 111 Franklin Road, S. E.

P 18

RECOMMENDED ACTION: Concur in the request.

C-4 A communication from the City Manager requesting that Council schedule a public hearing for Monday, April 19, 2004, at 7:00 p.m., or as soon thereafter as the matter may be heard, in connection with an extension of a lease agreement between the City and the United States General Services Administration to continue to use the second floor of the Commonwealth Building until June 30, 2004.

P 19

RECOMMENDED ACTION: Concur in the request.

C-5 A communication from Harriet S. Lewis tendering her resignation as a member of the Virginia Western Community College Board of Directors.

P 20

RECOMMENDED ACTION: Accept resignation and receive and file the communication.

C-6 A communication from Marion Vaughn-Howard, Superintendent, Youth Services Division, Parks and Recreation Department, advising of the resignations of Cheryl D. Evans, Amy R. Barger and Jamaal Jackson as members of the Youth Services Citizen Board.

P 21

RECOMMENDED ACTION: Accept resignations and receive and file the communication.

C-7 A communication from Joseph F. Lynn tendering his resignation as a member of the Roanoke Redevelopment and Housing Authority, effective March 8, 2004.

P 22

RECOMMENDED ACTION: Accept the resignation and receive and file the communication.

C-8 Qualification of the following persons:

Peter W. Clapsaddle as a member of the New Construction Code, Board of Appeals, for a term ending September 30, 2008; and

Talfourd (Fourd) H. Kemper, Jr., as a member of the Roanoke Valley Greenway Commission to fill the unexpired term of Brian Shepard, resigned, ending June 30, 2004.

RECOMMENDED ACTION: Receive and file.

### **REGULAR AGENDA**

Selection of persons to be interviewed for appointment to the Roanoke City School Board, for terms commencing July 1, 2004, and ending June 30, 2007. Interviews will be held on Thursday, April 22, 2004, at 4:30 p.m., in the City Council Chamber. Applicants are:

Dennis M. Binns Chris H. Craft Robert R. Craig David M. Dabay Roddy L. Hiduskey Glenda D. Lee Alvin L. Nash Samuel Robinson Linda F. Wright Linda F. Wyatt

### **PUBLIC HEARINGS: NONE.**

#### **PETITIONS AND COMMUNICATIONS:** 5.

Request of the Roanoke Regional Airport Commission to present the P 23: a. proposed 2004-05 Operating Budget, and proposed capital expenditures. P 24: Jacqueline L. Shuck, Executive Director, Spokesperson. (Sponsored by R 29) the City Manager)

### **REPORTS OF OFFICERS:**

CITY MANAGER: a.

#### BRIEFINGS:

1. Affirmative Action and Diversity Initiatives for Calendar Year 2003. (15 minutes)

P 30

#### **ITEMS RECOMMENDED FOR ACTION:**

2. Transfer and appropriation of funds in connection with local incentives for Enterprise Zone Two.

P 49: B/O 51

Appropriation of \$31,700.00 from The Roanoke Times for P 52: 3. reimbursement to the City for construction costs in connection B/O 54 with the Salem Avenue Streetscape project.

4. Acquisition of certain property rights in connection with Phase II, Police Building Project.

P 55: B/O 58; O 59;

R 60

5. Amendment of the City's Fee Compendium to reflect revisions to user fees at Carvins Cove Natural Reserve.

P 62; R 66

6. Amendment No. 2 to the Asbestos and Lead Abatement Services contract between the City and Waco, Inc., to increase the contract amount by an additional \$75,000.00.

P 68: O 70

#### b. CITY ATTORNEY:

1. Authorization for waiver of the City's sovereign immunity in connection with the use of Valley View Mall on Saturday, April 17, 2004, for Citizens Appreciation Day.

P 71; R 80

- c. DIRECTOR OF FINANCE:
  - 1. Financial Report for the month of February 2004.

P 81

- 7. REPORTS OF COMMITTEES: NONE.
- 8. UNFINISHED BUSINESS: NONE.
- 9. INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

#### 10. MOTIONS AND MISCELLANEOUS BUSINESS:

- a. Inquiries and/or comments by the Mayor, Vice-Mayor and Members of City Council.
- b. Vacancies on certain authorities, boards, commissions and committees appointed by Council.

### 11. HEARING OF CITIZENS UPON PUBLIC MATTERS:

CITY COUNCIL SETS THIS TIME AS A PRIORITY FOR CITIZENS TO BE HEARD. MATTERS REQUIRING REFERRAL TO THE CITY MANAGER WILL BE REFERRED IMMEDIATELY FOR RESPONSE, RECOMMENDATION OR REPORT TO COUNCIL.

## 12. CITY MANAGER COMMENTS:

CERTIFICATION OF CLOSED SESSION.

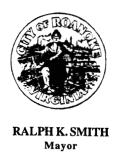
# MOTION AND CERTIFICATION WITH RESPECT TO CLOSED MEETING

#### FORM OF MOTION:

I move, with respect to any Closed Meeting just concluded, that each member of City Council in attendance certify to the best of his or her knowledge that (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by the members of Council in attendance.

#### PLEASE NOTE:

- 1. The forgoing motion shall be made in open session at the conclusion of each Closed Meeting.
- 2. Roll call vote included in Council's minutes is required.
- 3. Any member who believes there was a departure from the requirements of subdivisions (1) and (2) of the motion shall state <u>prior to the vote</u> the substance of the departure that, in his or her judgement, has taken place. The statement shall be recorded in the minutes of City Council.



## CITY OF ROANOKE OFFICE OF THE MAYOR

215 CHURCH AVENUE, S.W., ROOM 452 ROANOKE, VIRGINIA 24011-1594 TELEPHONE: (540) 853-2444 FAX: (540) 853-1145

April 5, 2004

The Honorable Vice-Mayor and Members of the Roanoke City Council Roanoke, Virginia

Dear Members of Council:

This is to request a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended.

Sincerely,

Ralph K. Smith

Mayor

RKS:snh



Noel C. Taylor Municipal Building 215 Church Avenue, S.W., Room 364 Roanoke, Virginia 24011-1591 Telephone: (540) 853-2333 Fax: (540) 853-1138 CityWeb: www.roanokegov.com

April 5, 2004

Honorable Ralph K. Smith, Mayor, and Members of City Council Roanoke, Virginia

Dear Mayor Smith and Members of Council:

Subject:

I-581 Enhancement

Planning

This is to request space on Council's regular agenda for a 20-minute briefing on the above referenced subject.

Respectfully submitted,

Darlene L. Burcham

City Manager

DLB:sm

c:

City Attorney

Director of Finance

City Clerk



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April 5, 2004

Honorable Ralph K. Smith, Mayor, and Members of City Council Roanoke, Virginia

Dear Mayor Smith and Members of Council:

Subject:

Housing Strategic Plan

Update

This is to request space on Council's regular agenda for a 20-minute briefing on the above referenced subject.

Respectfully submitted,

Darlene L. Burcham

City Manager

DLB:sm

c:

City Attorney

Director of Finance

City Clerk



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April 5, 2004

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Beverly T. Fitzpatrick, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Conveyance of a Portion of

City-Owned Property (Tax No. 4060502) adjacent to Roanoke Memorial Hospital

Pursuant to the requirements of the Virginia Code, the City of Roanoke is required to hold a public hearing on the proposed conveyance of property rights. This is to request that a public hearing be advertised on the above matter for Council's regular meeting to be held on Monday, April 19, 2004. A full report will be included in the April 19, 2004 agenda material for your consideration.

Respectfully submitted,

Darlene L. Burcham City Manager

DLB/JGR

c: Mary F. Parker, City Clerk William M. Hackworth, City Attorney Jesse A. Hall, Director of Finance Greg Reed, Utility Engineer



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April 5, 2004

Honorable Ralph K. Smith, Mayor Honorable C. Nelson Harris, Vice Mayor Honorable William D. Bestpitch, Council Member Honorable M. Rupert Cutler, Council Member Honorable Alfred T. Dowe, Jr., Council Member Honorable Beverly T. Fitzpatrick, Jr., Council Member Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject:

Conveyance of Easement to

Roanoke Gas Company at

Jackson Park

Pursuant to the requirements of the Virginia Code, the City of Roanoke is required to hold a public hearing on the proposed conveyance of property rights. This is to request that a public hearing be advertised on the above matter for Council's regular meeting to be held on Monday, April 19, 2004. A full report will be included in the April 19, 2004, agenda material for your consideration.

Respectfully submitted,

Darlene L. Burcham

City Manager

#### DLB/SEF

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Sarah E. Fitton, Engineering Coordinator



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April 5, 2004

Honorable Ralph K. Smith, Mayor Honorable C. Nelson Harris, Vice Mayor Honorable William D. Bestpitch, Council Member Honorable M. Rupert Cutler, Council Member Honorable Alfred T. Dowe, Jr., Council Member Honorable Beverly T. Fitzpatrick, Jr., Council Member Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject:

Conveyance of Easement to

Cox Communications at 111

Franklin Road

Pursuant to the requirements of the Virginia Code, the City of Roanoke is required to hold a public hearing on the proposed conveyance of property rights. This is to request that a public hearing be advertised on the above matter for Council's regular meeting to be held on Monday, April 19, 2004. A full report will be included in the April 19, 2004, agenda material for your consideration.

Respectfully submitted,

Darlene L. Burcham City Manager

#### DLB/SEF

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Sarah E. Fitton, Engineering Coordinator



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April 5, 2004

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Beverly T. Fitzpatrick Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Lease of Commonwealth Building

The United States General Services Administration (GSA) currently leases space within the Commonwealth Building. GSA uses the second floor of the building for the Federal Bankruptcy Court and its affiliated offices. The current lease expired January 31, 2004. GSA desires to continue its lease of the second floor and to begin leasing an office suite on the first floor as well. GSA wants to extend the current agreement to allow time to complete the necessary improvements to the expanded area before executing the new lease.

#### Recommended Action:

Authorize the scheduling and advertising of this matter for public hearing on your April 19, 2004 agenda.

Respectfully submitted,

Darlene L. Burcham City Manager

#### DLB:slm

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Dana Long, Manager of Billings and Collections
Scott L. Motley, Economic Development Specialist

## Harriet S. Lewis 1015 Palmetto Street NW Roanoke, Virginia 24017

March 12, 2004

Dr. Robert Sandel, President **Virginia Western Community College** P. O. Box 14007 Roanoke, Virginia 24038

Dear Dr. Sandel:

I apologize that I have been out of the loop lately and that I was unable to attend the last VWCC Board meeting. I recently returned from travel and quite a hectic schedule.

As a result of some independent consultations, I was offered a position in Washington, DC, which I have accepted. I have been commuting back and forth on weekends and some during the week, as I fully intend to maintain my home and Roanoke residency. Unfortunately, the constant travel has been grueling and has made clear to me that I need to reduce the number of trips home, at least for the short-term. That decision means that I will need to resign from the Virginia Western Community College Board of Directors. This has been a very difficult decision to make. I had hoped to be able to continue on the Board until my term expired and to actively participate in, and contribute to, the ongoing growth of VWCC. That, unfortunately, will not be possible.

Please know that I have considered my tenure on the Board an important highlight of these past several years. Your high energy, vision, and dedication to the College has added tremendously to our ability to achieve impressive outcomes. I continue to wish you the very best.

Please know that I do intend to honor my financial pledge to the Virginia Western Community College Educational Foundation and will convey this to Emily Henning. Also, I have notified Ms. Mary Parker, Roanoke City Clerk, of my resignation.

May you and the Board continue to build upon the successes that Virginia Western Community College has brought to the Roanoke Valley and to the Commonwealth of Virginia.

(Ms.) Harriet S. Lewis

Cc: Ms. Mary Parker Mr. William White



210 Reserve Avenue SW Roanoke, Virginia 24016 540/853-2236 FAX 540/853-1287

RECYCLED PAPER

#### **MEMO**

To:

Mary Parker, City Clerk

From:

Marion Vaughn-Howard, Superintendent

Youth Services Division of Parks and Recreation Department

Date:

March 10, 2004

Subject:

Resignation of Board Member

Mary,

This is an official notification that I received communication from Mrs. Cheryl D. Evans that she has submitted resignation from the Youth Services Citizen Board due to personal family obligations. Please notify the City Council on her behalf and thank them in advance for supporting her decision. Also, the Youth Members, Amy R. Barger and Jamaal Jackson are away at college and therefore are no longer able to serve.

Thank you for your continuous support.

Marion Vaughi- Howard

Marion Vaughn-Howard

March 18, 2004

215 Church Ave SW Room 452 Roanoke, VA 24011

To: Honorable Ralph K. Smith & Members of the City Council,

I have accepted the position of General Manager of Amerilife and Health Services in Raleigh, NC. I therefore tender my resignation as vice chairman and board member of the Roanoke Redevelopment and Housing Authority.

This resignation is effective immediately.

With warmest Regard,

Joseph F. Lynn



Noel C. Taylor Municipal Building 215 Church Avenue, S.W., Room 364 Roanoke, Virginia 24011-1591 Telephone: (540) 853-2333 Fax: (540) 853-1138 CityWeb: www.roanokegov.com

April 5, 2004

The Honorable Mayor and Members of City Council Roanoke, Virginia

Dear Mayor and Members of Council:

I would like to sponsor a request from Jacqueline Shuck, Executive Director of the Roanoke Regional Airport Commission, to present to Council the Fiscal Year 2004-2005 Operating Budget for approval.

Respectfully submitted,

Darlene L. Burcham

City Manager

DLB:sm

c: City Attorney Director of Finance

City Clerk

#### ROANOKE REGIONAL AIRPORT COMMISSION

5202 Avlation Drive Roanoke, VA 24012-1148 (540) 362-1999 FAX (540) 563-4838 www.roanokeairport.com



March 11, 2004

Honorable Mayor and Members Roanoke City Council 215 Church Avenue, SW Roanoke, Virginia 24011

Re: Roanoke Regional Airport Commission Fiscal Year 2004-

2005 Budget and Proposed Capital Expenditures

Dear Mayor Smith and Members of Council:

In accordance with the requirements of the Roanoke Regional Airport Commission Contract dated January 28, 1987, as amended, the Roanoke Regional Airport Commission is hereby submitting its Fiscal Year 2004-2005 Operating Budget (Attachment I) for approval. This Budget was adopted by the Commission at its meeting on March 10, 2004. We are also providing a separate listing of Capital Expenditures which are expected to exceed \$100,000 in cost and are intended to benefit five or more future accounting periods (Attachment II).

You will note that no deficit is anticipated in either the Operating Budget or for the listed Capital Expenditures; therefore, no additional appropriations are being requested or anticipated from the City or the County of Roanoke. Formal approval of the Operating Budget and the Capital Expenditure List by resolution of each of the participating political subdivisions would be appreciated.

I would be pleased to respond to any questions or comments that you may have with regard to this matter. On behalf of the Commission, thank you very much for your assistance and cooperation.

Very truly yours,

Jacqueline L. Shuck Executive Director

**Enclosures** 

cc: Chairman and Members, Roanoke Regional Airport Commission

Mark Allan Williams, General Counsel, Roanoke Regional Airport Commission

William Hackworth, Roanoke City Attorney Mary F. Parker, Clerk, Roanoke City Council

csp030404

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|    |              | ROANOKE REGIONAL AIRPORT COMMISSION    |       |                                  |                                  |  |  |  |  |  |  |  |
|----|--------------|--|-------|----------------------------------|----------------------------------|--|--|--|--|--|--|--|
| L  |              | FOR YEAR 2004-20                       | 005 E |                                  |                                  |  |  |  |  |  |  |  |
|    |              | EXPENSE BUDGET                         |       | 2003-2004<br>Budget Expenditures | 2004-2005 Budget<br>Expenditures |  |  |  |  |  |  |  |
|    | 4 0          | nanting and Maintage 5                 |       |                                  |                                  |  |  |  |  |  |  |  |
| -  |              | perations and Maintenance Expenses     |       | ***********                      |                                  |  |  |  |  |  |  |  |
| Į. | Α.           |  |       | \$2,811,826                      | \$3,145,544                      |  |  |  |  |  |  |  |
|    | В.           | 7                                      |       | 2,566,770                        | 2,536,660                        |  |  |  |  |  |  |  |
|    | C.           | Other Maintenance Projects             |       | 45,000                           | 47,500                           |  |  |  |  |  |  |  |
|    |              | Total Operations and Maintenance       |       | 5,423,596                        | 5,729,704                        |  |  |  |  |  |  |  |
| 12 | 2. <u>No</u> | on-Operating Expenses                  |       |                                  |                                  |  |  |  |  |  |  |  |
|    | Α.           | Interest                               |       | 246,365                          | 234,830                          |  |  |  |  |  |  |  |
|    | B.           | Debt Service                           |       | 350,000                          | 365,000                          |  |  |  |  |  |  |  |
|    |              | Total Non-Operating                    |       | 596,365                          | 599,830                          |  |  |  |  |  |  |  |
| 3  | 8. <u>Ca</u> | pital Expenses                         |       |                                  |                                  |  |  |  |  |  |  |  |
| 1  | Α.           | Capital Projects and Purchases         |       | 202,850                          | 164,300                          |  |  |  |  |  |  |  |
|    | B.           | Multi -Year Projects                   |       | 101,880                          | 101,880                          |  |  |  |  |  |  |  |
|    |              | Total Capital Expenses                 |       | 304,730                          | 266,180                          |  |  |  |  |  |  |  |
|    | Tot          | al Budgeted Expenditures               |       | \$6,324,691                      | \$6,595,714                      |  |  |  |  |  |  |  |
|    |              | REVENUE PROJECTIONS                    |       | 2003-2004 Projected Revenues     | 2004-2005 Projected<br>Revenues  |  |  |  |  |  |  |  |
|    |              |  |       |                                  |                                  |  |  |  |  |  |  |  |
| 1. |              | erating Revenues                       |       |                                  |                                  |  |  |  |  |  |  |  |
|    | Α.           | Airfield                               |       | \$1,459,348                      | \$1,613,205                      |  |  |  |  |  |  |  |
|    | В.           | General Aviation                       |       | 232,285                          | 220,429                          |  |  |  |  |  |  |  |
|    | C.           | Terminal Related                       |       | 4,057,312                        | 4,099,793                        |  |  |  |  |  |  |  |
|    | D.           | Other Revenues                         |       | 400,780                          | 231,876                          |  |  |  |  |  |  |  |
|    |              | Total Projected Operating Revenues     |       | 6,149,725                        | 6,165,303                        |  |  |  |  |  |  |  |
| 2. | Non          | -Operating Revenues                    |       |                                  |                                  |  |  |  |  |  |  |  |
|    | Α.           | Interest from Debt Service             |       | 40,000                           | 25,000                           |  |  |  |  |  |  |  |
|    | B.           | Interest on Investments                |       | 411,157                          | 460,650                          |  |  |  |  |  |  |  |
|    |              | Total Projected Non-Operating Revenues |       | 451,157                          | 485,650                          |  |  |  |  |  |  |  |
|    | Tota         | I Projected Revenue                    |       | \$6,600,882                      | \$6,650,953                      |  |  |  |  |  |  |  |

#### ATTACHMENT II

#### Proposed Capital Expenditures (For projects expected to exceed \$100,000 in cost and intended to benefit five or more accounting periods)

#### I. Projects

#### A. Purchase Runway Sweeper:

1. <u>Description</u>: Purchase one large runway sweeper.

2. <u>Justification</u>: In order to make the runways safer, it is necessary to

purchase a runway sweeper. This sweeper would be used in dry weather to remove foreign objects from the runway and taxiway surfaces. Such objects can be sucked into a jet

engine and cause damage to the aircraft engine.

Estimated Cost: \$ 125,000

#### B. <u>Purchase Land</u>:

1. Description: Purchase approximately 8.5 acres of land from Cova

Corporation.

2. <u>Justification</u>: BT Property, LLC, an affiliate of UPS, and the owner of

property located across Thirlane Road from the large UPS sort facility. The vacant property is located in the critical area for the navigational aids for Runway 6. When trucks and other metal objects are stored in the critical area, they can alter the signal which the airplane pilot receives and create a safety problem. In order to control the use of the still vacant land, it is necessary for the Commission to

purchase the property.

Estimated Cost: \$900,000

#### C. Rehabilitate Terminal Soffits:

1. <u>Description</u>: Remove and replace exterior terminal soffits.

2. Justification: The fifteen year old soffits located around approximately four-fifths of the terminal building are failing due to moisture penetration. This project would involve the removal of the soffit material and replacement with newer, more moisture resistant materials.

Estimated Cost: \$ 175,000

#### D. <u>Undertake Security Enhancement Projects</u>:

1. <u>Description</u>: Provide technical and physical enhancements to the security of the terminal and the airfield.

2. <u>Justification:</u> This project will include a substantial upgrade to the capacity and flexibility of the computerized access system, additional surveillance cameras, replacement fencing and added lighting.

Estimated Cost: \$2,000,000

#### II. Anticipated Funding Sources:

| Federal AIP Grant Funds          | \$2,922,500 |
|----------------------------------|-------------|
| State Aviation Grant Funds       | 242,500     |
| Commission Funds                 | 35,000      |
| City and County Funds            |             |
| Estimated Total Projects Funding | \$3,200,000 |

jls/05Cap.Proj.City/County

#### RESOLUTION OF THE ROANOKE REGIONAL AIRPORT COMMISSION

#### Adopted this 10th day of March 2004

#### No. 03-031004

A RESOLUTION approving and adopting the Commission's Operating and Capital Purchase Budget for fiscal year 2004-2005.

BE IT RESOLVED by the Roanoke Regional Airport Commission that the fiscal year 2004-2005 Operating and Capital Purchase Budget for the Commission as set forth in the report and accompanying attachment by the Executive Director dated March 10, 2004, is hereby approved;

BE IT FINALLY RESOLVED that the Executive Director is authorized on behalf of the Commission to submit the fiscal year 2004-2005 Operating and Capital Purchase Budget, as well as a list of Proposed Capital Expenditures, to the Roanoke City Council and the Roanoke County Board of Supervisors for approval pursuant to the contract between the Commission, Roanoke City and Roanoke County dated January 28, 1987, as amended.

ATTEST:

Secretary

VOTE:

AYES:

Macfarlane, Milliron, Turner, Whittaker

NAYS:

None

ABSENT:

Smith

MK

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION approving the Roanoke Regional Airport Commission's

2004-2005 proposed operating and capital budget upon certain terms and

conditions.

BE IT RESOLVED by the Council of the City of Roanoke that in

accordance with the requirements of the Roanoke Regional Airport Commission

Act, as amended by the General Assembly of Virginia, Chapter 385, 1996 Acts of

Assembly, and the Roanoke Regional Airport Commission Contract dated January

28, 1987, as amended by First Amendment, dated December 6, 1996, the City of

Roanoke hereby approves the Airport Commission's 2004-2005 proposed

operating and capital budget, as well as a separate listing of certain proposed

capital expenditures, as more particularly set forth in a report from the Commission

to this Council, dated March 11, 2004.

ATTEST:

City Clerk.



Noel C. Taylor Municipal Building 215 Church Avenue, S.W., Room 364 Roanoke, Virginia 24011-1591 Telephone: (540) 853-2333 Fax: (540) 853-1138 CityWeb: www.roanokegov.com

April 5, 2004

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Beverly T. Fitzpatrick, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Status Report: Affirmative Action And Diversity Initiatives for Calendar Year 2003

#### Background:

As one of the largest and the most ethnically and racially diverse communities in the Roanoke Valley, it is important for the City of Roanoke to encourage participation in all employment processes among the diverse population that it serves. With this goal in mind, the City is focusing on two diversity related initiatives: increasing the diversity of our workforce and developing the knowledge and skill base needed for success in a diverse work environment. Our success in accomplishing these initiatives will make the City a better organization and ultimately help us to reach the strategic goals set by City Council.

Efforts at increasing workforce diversity are based on a broad and focused recruitment program. The City continues to forge relationships and develop partnerships among City staff, EEO/civil rights organizations, colleges and universities, sororities, fraternities and other groups interested in diversity. I am pleased to report that progress continues to be made in this area.

Prior to 2000, four departments under the direction of the City Manager did not employ any minorities. All these departments now employ minorities. During 2003 several African-Americans were hired in two key positions, the Director of Civic Facilities and the Director of Housing and Neighborhood Services, as well as the Acting Director of Management and Budget. Total employment by

Mayor Smith and Members of City Council April 5, 2004 Page 2

department and EEO categories as of December 31, 2003 are detailed in Attachments 1 and 1.a. Moreover, since the beginning of 2004, the City has hired women in the positions of Director of Human Services and as the Acting Manager of Purchasing. These key appointments, in addition to the ones that occurred during 2003, are another indicator of the City's commitment to a more diverse workforce.

Efforts to increase the City's "diversity capacity" are continuing. Most important is the effort to capitalize on the varied perspectives, talents and input to support continued organizational success. An important program is the day long diversity training for all employees. This program serves as the first formal opportunity the City has to address the importance of diversity with its workforce.

The Employee Development Program (EDP), which was implemented during 2001, continues to offer the most promise to help current employees improve their skills and to advance within the organization. This program incorporates skill assessment, education planning and career counseling. Supporting events include one-on-one coaching, and director and manager formal discussions related to EDP participants in their departments/divisions. During 2003, the EDP increased from 87 to 93 participants. Of that number, 58 percent are women and 42 percent are people of color compared to 64 percent and 40 percent, respectively, last year. Currently, 18 participants are in formal education programs, 2 participants are scheduled to receive undergraduate degrees in June 04, 10 participants have obtained new positions and 33 have completed formal development plans.

#### **Workforce Demographics**

Employment data for 2003 shows that 42 of the 202 new hires (19.7 percent) and 20 of the 102 promoted (19.6 percent) were people of color. While this information is somewhat different from last year, 25.6 percent and 19.7 percent respectively, it is important to note that the number of new hires who are minorities and/or women in the protective service category increased slightly. Clearly, this is still not where we want to be but it is a step in the right direction. Police, Sheriff and Fire/EMS represent 28 percent of our workforce and each of these departments have promotional systems that are substantially closed to outside candidates (as is the case with most comprehensive public safety departments nationally); therefore, if we are to increase the number of women and minorities substantially in these departments, we must do it at the entry level. Promotion data for 2003 is heavily impacted by activity in Fire-EMS. Data shows 38 of the 102 total city wide promotions were in that department. Only six of those promotions were women or minorities. This is based primarily on the fact that there is not a sufficient pool of women and minorities available for promotion.

Mayor Smith and Members of City Council April 5, 2004 Page 3

Consequently, we must work to hire more women and minorities at the entry level and we are committed to this effort. Staff will continue to refine our recruiting methods to accomplish this objective. New hires and promotions are detailed by category and department in Attachments 2, 2.a. and 2.b.

#### **Outreach Recruitment**

In May 2003 the Department of Human Resources, in partnership with the Roanoke Branch of the NAACP, sponsored the third Recruitment Day. Out of the 55 attendees, four were ultimately hired. This represents the highest new hire ratio for this event.

Through the Human Resources Recruiter and our contacts with the NAACP, we continue developing more avenues to seek out minority applicants. The City has established relations with over ten colleges and universities as well as participated in a Technology Job Fair in Richmond that was part of the Mid-Eastern Athletic Conference (MEAC) basketball tournament. (The MEAC represents a cross section of historically black colleges and universities). The City continues its recruitment efforts at military installations and historically black colleges and universities. However, military base recruitment has slowed due to the current conflict in the Middle East. We continue to co-sponsor This Valley Works Job Fair, which attracts more than 2400 job applicants and 60 employers each year. Our internship program continues to attract high-caliber rising college seniors. Ten interns were hired last year. Of that number half were persons of color. As part of this program we have forged relationships with the civil engineering programs at the University of Virginia, Virginia Tech and North Carolina A&T State University in an effort to place women or persons of color in either a cooperative education arrangement or an internship. We also participated in the Minority Job Expo sponsored by the Roanoke Times. Recruitment initiatives will continue to emphasize building relations with local groups interested in workforce diversity.

#### **Next Steps**

Clearly, the City is making headway in its diversity efforts but we need to take the next step. In a practical sense, ownership of leading diversity efforts will be moved from Human Resources to an internal Leadership Diversity Advisory Group. Using the employee survey data collected by Virginia Tech as a starting point, the group will work to understand individual and departmental impediments related to diversity, advise training staff, Human Resources and the City Manager concerning diversity programs and policies. In order to improve the City's ability to recruit more women and people of color, particularly in public safety positions, we will continue to refine our efforts to attract more women and minorities. Using

Mayor Smith and Members of City Council April 5, 2004 Page 4

the ideas from an advertising company, coupled with strategies to recruit at different venues, it is our intent to attract more women and minorities to City employment opportunities.

In conclusion, I believe that we have devised a sound diversity strategy and we are headed in the right direction, particularly in the area of increasing diversity capacity. The organization has not been as successful as I had hoped in regard to hiring more minorities; however, I understand that this is a long term commitment that requires constant attention. We will continue to provide the attention and dedication required to make Roanoke a truly high quality diverse employer.

Respectfully submitted,

Darlene L. Burcham

City Manager

#### DLB:kc

c: Jesse A. Hall, Director of Finance
William M. Hackworth, City Attorney
Mary F. Parker, City Clerk
Kenneth S. Cronin, Director of Human Resources

CM04-00054

## CITY OF ROANOKE WORKFORCE ANALYSIS by Number of Employees

December 31, 2003

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER   |
|-----------------------|--------|-------|-------|-------|---------|---------|---------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | FEMALES |
| OFFICIALS/MANAGERS    | 29     | 18    | 3     | 0     | 6       | 2       | 0       |
| PROFESSIONALS         | 352    | 116   | 11    | 4     | 163     | 55      | 3       |
| TECHNICIANS           | 328    | 193   | 24    | 3     | 80      | 28      | 0       |
| PROTECTIVE SERVICE    | 546    | 429   | 52    | 4     | 43      | 16      | 2       |
| PARA-PROFESSIONAL     | 66     | 18    | 6     | 0     | 22      | 20      | 0       |
| CLERICAL              | 188    | 8     | 4     | 0     | 136     | 40      | 0       |
| SKILLED CRAFT         | 187    | 133   | 49    | 1     | 4       | 0       | 0       |
| SERVICE/MAINTENANCE   | 192    | 89    | 79    | 3     | 11      | 10      | 0       |
| TOTAL                 | 1888   | 1004  | 228   | 15    | 465     | 171     | 5       |
| TOTAL PERCENTAGES     | 100.0% | 53.2% | 12.1% | 0.8%  | 24.6%   | 9.1%    | 0.3%    |

## **WORKFORCE ANALYSIS**by Number of Employees

December 31, 2002

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER          |
|-----------------------|--------|-------|-------|-------|---------|---------|----------------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | <b>FEMALES</b> |
| OFFICIALS/MANAGERS    | 32     | 21    | 4     | 0     | 5       | 2       | 0              |
| PROFESSIONALS         | 353    | 107   | 14    | 3     | 165     | 61      | 3              |
| TECHNICIANS           | 322    | 196   | 21    | 3     | 76      | 26      | 0              |
| PROTECTIVE SERVICE    | 538    | 420   | 56    | 4     | 42      | 14      | 2              |
| PARA-PROFESSIONAL     | 67     | 19    | 7     | 0     | 21      | 20      | 0              |
| CLERICAL              | 196    | 6     | 5     | 0     | 137     | 47      | 1              |
| SKILLED CRAFT         | 132    | 91    | 39    | 0     | 2       | 0       | 0              |
| SERVICE/MAINTENANCE   | 251    | 127   | 99    | 4     | 14      | 7       | 0              |
| TOTAL                 | 1891   | 987   | 245   | 14    | 462     | 177     | 6              |
| TOTAL PERCENTAGES     | 100.0% | 52.2% | 13.0% | 0.7%  | 24.4%   | 9.4%    | 0.3%           |

## CITY OF ROANOKE WORKFORCE ANALYSIS by Category and Percent

December 31, 2003

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER   |
|-----------------------|--------|-------|-------|-------|---------|---------|---------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | FEMALES |
| OFFICIALS/MANAGERS    | 100.0% | 62.1% | 10.3% | 0.0%  | 20.7%   | 6.9%    | 0.0%    |
| PROFESSIONALS         | 100.0% | 33.0% | 3.1%  | 1.1%  | 46.3%   | 15.6%   | 0.9%    |
| TECHNICIANS           | 100.0% | 58.8% | 7.3%  | 0.9%  | 24.4%   | 8.5%    | 0.0%    |
| PROTECTIVE SERVICE    | 100.0% | 78.6% | 9.5%  | 0.7%  | 7.9%    | 2.9%    | 0.4%    |
| PARA-PROFESSIONAL     | 100.0% | 27.3% | 9.1%  | 0.0%  | 33.3%   | 30.3%   | 0.0%    |
| CLERICAL              | 100.0% | 4.3%  | 2.1%  | 0.0%  | 72.3%   | 21.3%   | 0.0%    |
| SKILLED CRAFT         | 100.0% | 71.1% | 26.2% | 0.5%  | 2.1%    | 0.0%    | 0.0%    |
| SERVICE/MAINTENANCE   | 100.0% | 46.4% | 41.1% | 1.6%  | 5.7%    | 5.2%    | 0.0%    |
| TOTAL PERCENTAGES     | 100.0% | 53.2% | 12.1% | 0.8%  | 24.6%   | 9.1%    | 0.3%    |

## WORKFORCE ANALYSIS by Category and Percent

December 31, 2002

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER          |
|-----------------------|--------|-------|-------|-------|---------|---------|----------------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | <b>FEMALES</b> |
| OFFICIALS/MANAGERS    | 100.0% | 65.6% | 12.5% | 0.0%  | 15.6%   | 6.3%    | 0.0%           |
| PROFESSIONALS         | 100.0% | 30.3% | 4.0%  | 0.8%  | 46.7%   | 17.3%   | 0.8%           |
| TECHNICIANS           | 100.0% | 60.9% | 6.5%  | 0.9%  | 23.6%   | 8.1%    | 0.0%           |
| PROTECTIVE SERVICE    | 100.0% | 78.1% | 10.4% | 0.7%  | 7.8%    | 2.6%    | 0.4%           |
| PARA-PROFESSIONAL     | 100.0% | 28.4% | 10.4% | 0.0%  | 31.3%   | 29.9%   | 0.0%           |
| CLERICAL              | 100.0% | 3.1%  | 2.6%  | 0.0%  | 69.9%   | 24.0%   | 0.5%           |
| SKILLED CRAFT         | 100.0% | 68.9% | 29.5% | 0.0%  | 1.5%    | 0.0%    | 0.0%           |
| SERVICE/MAINTENANCE   | 100.0% | 50.6% | 39.4% | 1.6%  | 5.6%    | 2.8%    | 0.0%           |
| TOTAL PERCENTAGES     | 100.0% | 52.2% | 13.0% | 0.7%  | 24.4%   | 9.4%    | 0.3%           |

## **EMPLOYMENT** by Department and EEO Category - 2003

| category   | total employees  | wm                       | bm                          | om                 | wf                 | bf   | of                                      |                                       |
|--|--|--------------------------|-----------------------------|--------------------|--------------------|--|---|---------------------------------------|
| BILLINGS AND COLLEC  | TIONS 👉 📒 20.  | \$ 34 <b>, 6</b> ; ;     | <b>1</b>                    | · 20 🚎             | 10, ,,,5           | je,  | Ø <b>₹ 0</b> °                          |                                       |
| CLERICAL   | 9  | 1                        | 0                           | 0                  | 5                  | 3  | 0                                       |                                       |
| OFFICIALS/MANAGERS   | 1  | 0                        | 0                           | 0                  | 1                  | 0  | 0                                       |                                       |
| PROFESSIONALS  | 3  | 1                        | 0                           | 0                  | 2                  | 0  | 0                                       |                                       |
| SERVICE/MAINTENANCI  | E 4  | 3                        | 1                           | 0                  | 0                  | 0  | 0                                       |                                       |
| TECHNICIANS  | 3  | 1<br>seemalassa 22 ameri | 0                           | 0                  | 2                  | 0  | 0                                       | dresificamesta anno                   |
| BUILDING SERVICES  | 12   | legitati <mark>/</mark>  |                             | 09                 | 3.979              | 1  |   |                                       |
| CLERICAL   | 1  | 0                        | 0                           | 0                  | 1                  | 0  | 0                                       |                                       |
| PROFESSIONALS  | 2  | 2                        | U                           | 0                  | 0                  | 0  | 0                                       |                                       |
| TECHNICIANS  | 9  | 5<br>Marijana Zenes      | i<br>Parios de Albandas     | 0                  | 2                  | 1  |   | perolagicalistics.                    |
| CIRCUIT COURT  | 6.   | <b>.</b>                 | 0 📜                         | 0,                 | 6,5                | 0  | 0.5                                     |                                       |
| CLERICAL   | 6<br><b>8</b>  | 0                        | 0                           | 0<br><b>n</b> .*** | 6                  | 0<br>• <b>0</b>  | 0                                       | (Marianese )                          |
| GITY ATTORNEY  | 2  |                          |                             | <b>0</b> )         | 3                  | <b>Problem of the Committee of the Committ</b> | <b>0 €</b><br>0                         |                                       |
| CLERICAL OFFICIALS/MANAGERS  | 1  | 1                        | 0                           | 0                  | 0                  | 0<br>0   | 0                                       |                                       |
| PROFESSIONALS  | Λ<br>Λ   | 2                        | 1                           | 0                  | 1                  | 0  | n                                       |                                       |
| CITY CLERK   |  | 0                        | 0.2                         | 0                  | <b>K</b> irian     | 0<br>2 2 14  | 1988 <b>O</b> 1982                      |                                       |
| CLERICAL   | 4  | 0                        | 0                           | 0                  | 3                  | 1  | n e e e e e e e e e e e e e e e e e e e |                                       |
| OFFICIALS/MANAGERS   | 1  | 0                        | 0                           | 0                  | 1                  | Ó  | 0                                       |                                       |
| PROFESSIONALS  | 2  | 0                        | Ö                           | 0                  | 1                  | 1  | 0                                       |                                       |
| CITY MANAGER   | 9  | 1                        | i Day                       | o Boliva           | <b>5</b> 5         | 3 - 1  | 252 OS                                  |                                       |
| CLERICAL   | 3  | 0                        | 0                           | 0                  | 2                  | 1  | 0                                       | EDMINITED STA                         |
| OFFICIALS/MANAGERS   | 3  | 1                        | 0                           | 0                  | 1                  | 1  | 0                                       |                                       |
| PROFESSIONALS  | 3  | 0                        | 0                           | 0                  | 2                  | 1  | 0                                       |                                       |
| CIVIC FACILITIES   | in tile 1997 – 199 <b>31</b> (19   | 16                       | (j) <b>, 2</b> , 2          | 0,0                | 7 113g#            | 2  | 0,755                                   |                                       |
| CLERICAL   | 6  | 0                        | 0                           | 0                  | 5                  | 1  | 0                                       | · · · · · · · · · · · · · · · · · · · |
| OFFICIALS/MANAGERS   | 1  | 0                        | 0                           | 0                  | 0                  | 1  | 0                                       |                                       |
| PARA-PROFESSIONAL  | 1  | 0                        | 0                           | 0                  | 1                  | 0  | 0                                       |                                       |
| PROFESSIONALS  | 3  | 1                        | 0                           | 0                  | 2                  | 0  | 0                                       |                                       |
| SERVICE/MAINTENANCE  | E 6  | 6                        | 0                           | 0                  | 0                  | 0  | 0                                       |                                       |
| SKILLED CRAFTSMEN  | 2  | 1                        | 7                           | 0                  | 0                  | 0  | 0                                       |                                       |
| TECHNICIANS  | 12   | გ<br>გემ                 |                             | 0                  | 3                  | 0  | 0                                       | e dans                                |
| CLERK OF CIRCUIT COU   | 1 <b>K.</b>   21   | ு.<br>2                  | attina. <b>Va⊊</b> ii≡<br>O | 0                  | 1 <b>0</b> (5)     | ્ર<br>વ  | Jan Die                                 |                                       |
| PROFESSIONALS  | 20   | 0                        | 0                           | 0                  | 13                 | 0  | 0<br>0                                  |                                       |
| COMMISSIONER OF THE  | REV. ( 15  | 2                        |                             | <b>20</b> 344      | 8                  | •  | 0<br>- 10 €€*7                          | e e e                                 |
| CLERICAL   | 10   | 0                        | 1                           | O O                | 6                  | ्र ।<br>२  |   |                                       |
| PROFESSIONALS  | 5  | 2                        | 0                           | 0                  | 2                  | 1  | n                                       |                                       |
| COMMONWEALTH'S AT  | and the contract of the contra | 3 1                      |                             | 50                 | 14                 |  |   |                                       |
| CLERICAL   | 4  | 0                        | 0                           | 0                  | 4                  | 0  | .*46 H = 1                              |                                       |
| PARA-PROFESSIONAL  | 5  | Ō                        | Ō                           | ō                  | 3                  | 2  | 0                                       |                                       |
| PROFESSIONALS  | 9  | 3                        | 0                           | 0                  | .5                 | ō  | 1                                       |                                       |
| TECHNICIANS  | 2  | 0                        | 0                           | 0                  | 2                  | 0  | 0                                       |                                       |
| DIRECTOR OF FINANCE  | 19 July 19   | 4 1                      | 0 美                         | 學學的編               | 13                 | 11   | 1                                       |                                       |
| CLERICAL   | 6  | 0                        | 0                           | 0                  | 6                  | 0  | 0                                       | Transmitted ( )                       |
| OFFICIALS/MANAGERS   | 2  | 1                        | 0                           | 0                  | 1                  | o  | 0                                       |                                       |
| PROFESSIONALS  | 7  | .2                       | 0                           | 0                  | 4                  | 0  | 1                                       |                                       |
| TECHNICIANS  | 4  | 1                        | 0                           | 0                  | 2                  | 1  | 0                                       |                                       |
| DIRECTOR OF GENERAL  | (SER   | 4                        |                             |                    | <i>\$4.</i> 55-0-4 | 海網(04年   |   | 2-951                                 |
| OFFICIALS/MANAGERS   | _ 1  | 0                        | 1                           | 0                  | 0                  | 0  | 0                                       | Similaring                            |
| SERVICE/MAINTENANCE  | 1  | 0                        | 1                           | 0                  | 0                  | 0  | 0                                       |                                       |
| and the second s | Autabase (1994) and a residual and a second  |                          |                             |                    |                    |  |   |                                       |

| category                         | total employees           | wm  | bm              | om             | wf                                       | bf  | of                            |  |
|----------------------------------|---------------------------|---|-----------------|----------------|--|---|-------------------------------|--|
| TECHNICIANS                      | 1                         | 1   | 0               | 0              | 0  | 0   | 0                             |  |
| DIRECTOR OF HUMAN SE             | RVI 🕏 🗀 6 🤄               | <b>1</b> 738                                  | 0               | 0.7            | 15,5                                     | 4   | 0 7 3                         |  |
| PROFESSIONALS                    | 6                         | 1   | 0               | 0              | 1  | 4   | 0                             | e de la composition della comp |
| DIRECTOR OF PUBLIC WO            | ORK 3                     | † F. Jug 3 −                                  | <b>3</b> (0, 1) | ## 0 ##        | 0.5                                      | 0.4   | 0                             |  |
| OFFICIALS/MANAGERS               | 1                         | 1   | 0               | 0              | 0  | Ó   | 0                             |  |
| PROFESSIONALS                    | 2                         | 2   | 0               | 0              | 0  | 0   | 0                             |  |
| DIRECTOR OF SOCIAL SE            | RVI = 5 - 1 - 1           | 3.0   | 0               | •0• <i>a</i> n | A Commission of the second second second | <b>3691</b>   | 0 = 1                         |  |
| PROFESSIONALS                    | 1                         | 0   | 0               | 0              | 0  | 1   | 0                             | ######################################   |
| DIRECTOR OF UTILITIES            | 5 4                       | 3   | 0.*             | 0              | 2  | 0, "  | 0.5                           |  |
| OFFICIALS/MANAGERS               | 1                         | 7   | 0               | 0              | 0  | 0   | 0                             |  |
| PROFESSIONALS                    | <u>ک</u><br>1             | 1   | 0               | 0              | 0  | 0   | 0                             |  |
| SERVICE/MAINTENANCE TECHNICIANS  | 1                         | 0   | 0               | 0              | 1  | U   | 0                             |  |
| ECONOMIC DEVELOPMEN              | ит <sup>ор</sup> 7.5      | 0<br>10 10 11 11 11 11 11 11 11 11 11 11 11 1 |                 | 0.42           | <b>.</b>                                 | . O   | o<br>Salara <b>h</b> esta inc | Carpentin  |
| CLERICAL                         | <b>VI</b>                 | 0   | 0               | 0              | 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1    | 0   | 0<br>0                        |  |
| OFFICIALS/MANAGERS               | 1                         | 0   | 0               | 0              | 1  | 0   | n G                           |  |
| PROFESSIONALS                    | 5                         | 1   | 1               | Ö              | 3  | 0   | n<br>n                        |  |
| EMERGENCY/911                    | 40                        | 11  | 0               |                | 272                                      | 'وَالْمُوالِّدُونِ الْمُوالِّدُونِ الْمُوالِّدِينَ الْمُوالِّدِينَ الْمُوالِّدِينَ الْمُوالِّدِينَ الْمُوالِّ | 0.8                           |  |
| TECHNICIANS                      | 40                        | 11  | 0               | 0              | 27                                       | 2   | 0                             |  |
| <b>ENGINEERING</b>               | 2 ( <b>2 (2 (2 (1</b> ))) | , ref 214                                     |                 | 0.5            | <b>5</b> 7 57                            | Singlete se   | 0.54                          |  |
| CLERICAL                         | 2                         | 0   | 0               | 0              | 1  | 1   | 0                             |  |
| OFFICIALS/MANAGERS               | 1                         | 1   | 0               | 0              | 0  | 0   | 0                             |  |
| PROFESSIONALS                    | 9                         | 6   | 0               | 0              | 3  | 0   | 0                             |  |
| TECHNICIANS                      | 9                         | 7   | 1               | 0              | 1  | 0   | 0                             |  |
| ENVIRONMENTAL & EME              |                           | گريزون د.                                     | و رواندور       | 1.22.0         | eggydegg                                 | £\$\$0;;;   | es Office                     |  |
| PROFESSIONALS                    | 2                         | 2   | 0               | 0              | 0  | 0   | 0                             |  |
| TECHNICIANS                      | 1                         | 0   | 0               | 0              | 1  | 0   | 0                             | Secondo de la companio   |
| FACILITIES MANAGEMEN             | T 62                      | 30 *  | 20,45           | 0,-1           | 4.31                                     | ### BE  | 0#5                           |  |
| CLERICAL<br>OFFICIALS/MANAGERS   | 1                         | 1   | 0               | 0<br>0         | 0  | 0   | 0                             |  |
| PROTECTIVE SERVICE               | 3                         | 4   | 0               | 0              | .O:                                      | Ü   | Ü                             |  |
| SERVICE/MAINTENANCE              | 29                        | 7   | 13              | 0              | <del>ن</del><br>ئ                        | 7   | n                             |  |
| SKILLED CRAFTSMEN                | 23                        | 18  | 5               | 0              | 0  | 0   | 0                             |  |
| TECHNICIANS                      | 5                         | 1   | 2               | 0              | 1  | 1   | n                             |  |
| FIRE-EMS                         | 266                       | 228   |                 | - 2°           | 11992                                    | 3.7   | 5.4.2.4.8.44                  |  |
| CLERICAL                         | 2                         | 0   | 0               | 0              | 1  | 1   | 0                             |  |
| OFFICIALS/MANAGERS               | 1                         | 1   | 0               | 0              | 0  | 0   | 0                             |  |
| PARA-PROFESSIONAL                | 13                        | 10  | 0               | 0              | 3  | 0   | 0                             |  |
| PROFESSIONALS                    | 14                        | 12  | 1               | 0              | 1  | 0   | 0                             |  |
| PROTECTIVE SERVICE               | 179                       | 154   | 16              | 1              | 5  | 2   | 1                             |  |
| TECHNICIANS                      | 57                        | 51  | 4               | 1              | 1  | 0   | 0                             |  |
| FLEETS EST ME                    | 4. San 22 (1995)          | 23 /  | 7.5             |                |  |   | 1 + 0 <b>3</b> +              | <b>t</b>   |
| CLERICAL                         | 4                         | 0   | 1               | 0              | 1  | 2   | 0                             |  |
| OFFICIALS/MANAGERS               | 1                         | 1   | 0               | 0              | 0  | 0   | 0                             |  |
| SERVICE/MAINTENANCE              | <b>4</b>                  | 2   | 2               | 0              | 0  | 0   | 0                             |  |
| SKILLED CRAFTSMEN                | 21                        | 17  | 4               | 0              | 0  | 0   | 0                             |  |
| TECHNICIANS                      | 3                         | 3   | 0               | 0              | 0  | 0   | 0                             |  |
| HOUSING & NEIGHBORH              |                           |   |                 | SEPTED S       |  |   |                               |  |
| CLERICAL CAMANAGERS              | 5                         | 1   | 0               | 0              | 2  | 2   | 0                             |  |
| OFFICIALS/MANAGERS PROFESSIONALS | 3                         | .0<br>2                                       | 1<br>0          | 0              | 0  | 0   | 0                             |  |
| - MOLEGOIGHAFO                   | 3                         | 4   | U               | U              | ľ  | 0   | 0                             |  |

| category                              | total employees  | wm                     | bm  | om              | wf                          | bf  | of                                      | :<br>   |
|---------------------------------------|--|------------------------|---|-----------------|-----------------------------|---|---|---|
| SERVICE/MAINTENANCE                   | 1  | 1                      | 0   | 0               | 0                           | 0   | 0                                       |   |
| TECHNICIANS                           | 9  | 7                      | 0   | 0               | 1                           | 1   | 0                                       |   |
| HRCC<br>OFFICIALS/MANAGERS            | 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1  | <b>0</b><br>0          | <b>, , 0</b><br>0                         | <b>. 0</b><br>0 | 1                           | <b>。。<br/>0</b><br>0                            | 0 i : : : : : : : : : : : : : : : : : : |   |
| HUMAN RESOURCES                       | 16   | 4                      | 1   |                 | 4                           | 7   |   |   |
| CLERICAL                              | 3  | 0                      | 0   | 0               | 1                           | 2   | 0                                       |   |
| OFFICIALS/MANAGERS                    | 1  | 1                      | 0   | 0               | 0                           | 0   | 0                                       | •   |
| PROFESSIONALS                         | 10   | 3                      | 1   | 0               | 3                           | 3   | 0                                       | )   |
| TECHNICIANS                           | 2  | 0                      | 0   | 0               | 0                           | 2   | 0                                       |   |
| LIBRARY OFFICIALS/MANAGERS            | 3 <b>5</b>   | 1 6                    | <b>2</b><br>0                             | <b>0</b><br>0   | Conversion and Constitution |   | Managasin tradecidada                   |   |
| PARA-PROFESSIONAL                     | 20   | 3                      | 2   | 0               | 8                           | 7   | C                                       | )   |
| PROFESSIONALS                         | 12   | 0                      | 0   | 0               | 9                           | 3   | C                                       | )   |
| PROTECTIVE SERVICE                    | 1  | 1                      | 0   | 0               | 0                           | 0   | C                                       | ):  |
| TECHNICIANS                           | 1  | 1                      | 0   | 0               | 0                           | 0   | •                                       | )   |
| MANAGEMENT & BUDGE                    | Ţ 8  |                        | 1 jaga 1                                  | <b></b>         | 3                           | 三階部 2   | jáli (                                  | ) Barrer  |
| CLERICAL                              | 1  | 0                      | 0   | 0               | 1                           | 0   | (                                       | )   |
| PROFESSIONALS                         | 7  | 2                      | 1   | 0               |                             |   |   | )   |
| MUNICIPAL AUDITING OFFICIALS/MANAGERS | <b>6</b>   | <b>4</b><br>1          | <b>0</b><br>0                             | <b>0</b><br>0   |                             | <b>0</b> = { ********************************** |   | )<br>)  |
| PROFESSIONALS                         | 4  | 3                      | 0   | 0               | 1                           | 0   | ) (                                     | )   |
| TECHNICIANS                           | 1  | 0                      | 0   | 0               | 1                           | 0   | ) (                                     | )   |
| OUTREACH DETENTION PARA-PROFESSIONAL  | HOM 5<br>4   | <b>1</b>               | 1<br>1                                    | ) <b>*</b> 0    |                             | ) <b>( 3 )</b>                                  | energy beginning                        |   |
| PROFESSIONALS                         | 1  | 0                      | 0   | . 0             | C                           | ) . 1   | (                                       |   |
| PARKS AND RECREATIO                   | N ( 70   | 48                     | 8   |                 | 10                          | 4   |   | ) for the same of |
| CLERICAL                              | 3  | 0                      | 0   | 0               | 2                           | 2 1   | (                                       | )   |
| OFFICIALS/MANAGERS                    | 1  | 1                      | 0   | 0               | )- (                        | ) (   | ) (                                     | 0   |
| PARA-PROFESSIONAL                     | 2  | 2                      | 0   | .0              |                             | ) (   | ) (                                     | Ö   |
| PROFESSIONALS                         | 15   | 9                      | 0   |                 | )                           | 3   | 3 (                                     | 9   |
| SERVICE/MAINTENANCE                   |  | 16                     |   |                 | )·                          | <b>!</b> (                                      | ) (                                     | <b>)</b><br>=   |
| SKILLED CRAFTSMEN                     | 19   | 17                     |   | C               |                             | (   | ) (                                     | 0   |
| TECHNICIANS                           | 3  | 3                      | Successor to the participation of the Co. | (               | )<br>Sugaranta              | )   |   | 0   |
| PLANNING, BLDG & DEV<br>CLERICAL      | <b>三LOF</b><br>1   | a (1 ) 1 <b>5</b><br>0 | 0   |                 |                             |   |   |   |
| OFFICIALS/MANAGERS                    | 1  | 1                      | 0   | · C             | ) (                         | ) (   | ) (                                     | 0   |
| PROFESSIONALS                         | 9  | 3                      | 1   | C               | ) 4                         | 4 -   | 1                                       | 0   |
| TECHNICIANS                           | 4.   | 1                      | 0   | <u> </u>        | ).                          | 1   | -                                       | 0   |
| POLICE CLERICAL                       | <b>294</b><br>18   | <b>204</b><br>0        | <b>24</b><br>0                            | 4               | <b>4</b><br>1               | Anni Anni Anni Anni                             | Carrier Strategic Company               |   |
| OFFICIALS/MANAGERS                    | 1  | 0                      | 1   | (               | ) (                         | O (   |   | O.  |
| PROFESSIONALS                         | 18   | 12                     | 1   | (               | ).                          | 4   | 1                                       | 0   |
| PROTECTIVE SERVICE                    | 204  | 164                    | 21  | 3               | 3 1                         | 5 .   | 1 :                                     | 0   |
| TECHNICIANS                           | 53   | 28                     | 1   |                 | 1                           | ) 1;  | 3.                                      | 0   |
| PURCHASING SE                         | 2  | <b>0</b>               |   |                 |                             | 2.6 <b>4</b> 46665.33                           | rossumbid anali                         | <b>0</b>  |
| PROFESSIONALS                         | 1  | ñ                      | Ċ   |                 | )                           | n .   |   | O<br>O  |
| PARA-PROFESSIONAL                     | 1  | 0                      |   |                 | ,<br>)                      | 1 4   | 'n                                      | σ   |
| REALESTATEVALUATIO                    | INSERTION OF THE PROPERTY OF T | 2                      |   |                 |                             |   |   |   |
| CLERICAL                              | Z 4  | 0                      | •   |                 | )<br>)                      | 1   | -                                       | 0   |
| PROFESSIONALS                         |  | U                      | · · · · ·                                 |                 | <b>.</b>                    | 1 (   | U                                       | 0   |

| TECHNICIANS   | category   | total employees  | wm   | mđ   | om   | wf   | bf   | of   |  |
|---|--|--|--|--|--|--|--|--|--|
| SHERIE   20   | TECHNICIANS  | 8  |  |  | 0  | 2  | 2  | 0  |  |
| CLERICAL   CLERICAL | REGISTRAR  |  | , o  | Ö ere  | O.   |  | (18) Tri1  | <b>11</b> 0  |  |
| CLERICAL   4  | CLERICAL   |  |  | are to contaminate the CONTROL According   | 0  | 1  | 1  | 0  |  |
| PROFESSIONALS 16 11 1 1 2 1 0 PROTECTIVE SERVICE 155 103 15 0 23 13 1 TECHNICIANS 25 17 2 0 6 0 0 0 SOCIÁN SERVICES 202 22 3 2 129 45 1 CLERICAL 38 2 0 0 25 11 0 PARA-PROFESSIONAL 8 0 0 0 25 11 0 PARA-PROFESSIONAL 8 0 0 0 2 5 11 0 PARA-PROFESSIONAL 8 0 0 0 2 5 11 0 PARA-PROFESSIONAL 8 0 0 0 2 5 11 0 PROFESSIONALS 151 18 3 3 2 99 28 1 TECHNICIANS 5 2 0 0 0 2 1 0 PROFESSIONALS 151 18 3 3 0 0 0 0 0 0 0 PROFESSIONALS 151 18 3 3 0 0 0 0 0 0 0 PROFESSIONALS 151 18 3 3 0 0 0 0 0 0 0 PROFESSIONALS 151 18 3 3 0 0 0 0 0 0 0 PROFESSIONALS 151 18 3 3 0 0 0 0 0 0 0 PROFESSIONALS 151 18 3 3 0 0 0 0 0 0 0 PROFESSIONALS 151 18 3 3 0 0 0 0 0 0 0 PROFESSIONALS 151 18 3 0 0 0 0 0 0 0 0 PROFESSIONALS 151 15 1 15 0 0 0 0 0 0 0 PROFESSIONALS 151 1 0 0 0 0 0 0 0 0 PROFESSIONALS 151 1 0 0 0 0 0 0 0 0 PROFESSIONALS 15 1 1 0 0 0 0 0 0 0 PROFESSIONALS 15 1 1 0 0 0 0 0 0 0 PROFESSIONALS 17 11 0 0 1 4 1 0 0 PROFESSIONALS 17 11 0 0 1 4 1 0 0 PROFESSIONALS 17 11 0 0 1 0 0 0 0 0 0 PROFESSIONALS 15 1 0 0 0 0 0 0 0 0 PROFESSIONALS 15 1 0 0 0 0 0 0 0 0 PROFESSIONALS 15 1 0 0 0 0 0 0 0 0 PROFESSIONALS 15 1 0 0 0 0 0 0 0 0 PROFESSIONALS 15 1 0 0 0 0 0 0 0 0 PROFESSIONALS 15 1 0 0 0 0 0 0 0 0 PROFESSIONALS 15 1 0 0 0 0 0 0 0 0 0 PROFESSIONALS 15 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0   | SHERIFF  | 200  | . 131,   | 18   |  | 34   | 15   | <b>37 3 1</b>  |  |
| PROTECTIVE SERVICE  | CLERICAL   | 4  | 0  | 0  | 0  | 3  | 1  | 0  |  |
| TECHNICIANS   25  | PROFESSIONALS  |  | ` '  | 1  | 1  |  | 1  | 0  |  |
| CLERICAL   38   2   0   0   25   11   0   0   0   0   0   0   0   0   | PROTECTIVE SERVICE   |  |  |  | 0  |  | 13   | . 1  |  |
| CLERICAL   38   | TECHNICIANS  |  |  | 2  |  |  |  |  |  |
| PARA-PROFESSIONAL   8   | SOCIAL SERVICES  |  | 22   | 3  | 2  | 129  | 45   | G 24 ( ) 1   |  |
| PROFESSIONALS   |  | 38   | 2  | 0  | 0  | 25   | 11   | 0  |  |
| TECHNICIANS   | PARA-PROFESSIONAL  | 8  | 0  | 0  | 0  | 3  | 5  | 0  |  |
| SOLID WASTE MANAGEMENT  | PROFESSIONALS  | 151  | 18   | 3  | 2  | 99   | 28   | 1  |  |
| CLERICAL   4  | TECHNICIANS  | 5  | 2  | 0  | 0  | 2  | 1  | 0  |  |
| OFFICIALS/MANAGERS         1         1         0         0         0         0         0         SERVICE/MAINTENANCE         34         6         25         1         0         2         0  | SOLID WASTE MANAGEN  | IENT 61  | 111  | 42   | 1, 1877 1  | 4  | ::   | · • 0  |  |
| SERVICE/MAINTENANCE   |  | 4  | 0  | 2  | 0  | 2  | C  | 0  |  |
| SKILLED CRAFTSMEN         19         4         133         0         2         0         0           TECHNICIANS         3         0         2         0         1         0           TECHNOLOGY         41         26         1         1         1         0         0         0           OFFICIALS/MANAGERS         1         1         0         0         0         0         0           PROFESSIONALS         17         11         0         1         4         1         0           TECHNICIANS         23         14         1         0         7         1         0           TECHNICIANS         23         14         1         0         7         1         0           CLERICAL         3         0         0         0         2         1         0<  |  | 1  | 1  | =  | 0  | 0  | C  | 0  |  |
| TECHNICIANS   3   |  | - ·  | 6  |  | 1  | •  | -  | 2 0  |  |
| TECHNOLOGY  |  |  | 4  |  | 0  |  |  | 0  |  |
| OFFICIALS/MANAGERS         1         1         0         0         0         0         0           PROFESSIONALS         17         11         0         1         4         1         0           TECHNICIANS         23         14         1         0         7         1         0           TRANSPORTATION         98         59         31         1         6         3         0           CLERICAL         3         0         0         0         2         1         0           OFFICIALS/MANAGERS         1         1         0         0         0         0         0           PROFESSIONALS         1         1         0         0         0         0         0           SERVICE/MAINTENANCE         33         16         14         1         2         0         0           SKILLED CRAFTSMEN         42         28         13         0         1         0         0           TREASURER         13         2         0         0         10         1         0           CLERICAL         10         1         0         0         9         0         0  | The second secon | The second of th | •  | and the first of the second contract of the  | 0  |  |  | 0  |  |
| PROFESSIONALS   |  |  | 26   |  |  | TO COLOR DE LA COLOR DE CONTRACTOR DE COLOR DE  | The state of the s | Jan D  |  |
| TECHNICIANS   23  |  |  | 1  | _  | 0  | •  |  | ) 0  |  |
| TRANSPORTATION  |  |  |  | 0  | 1.   | •  | 1  | 0  |  |
| CLERICAL   3  | and the second s | india and a state of the control of the state of the stat | and the same and the safe for  | 1  |  | n and the state of | Market Print & Control   | 0  |  |
| OFFICIALS/MANAGERS         1         1         0         0         0         0         0           PROFESSIONALS         1         1         1         0         0         0         0         0           SERVICE/MAINTENANCE         33         16         14         1         2         0         0           SKILLED CRAFTSMEN         42         28         13         0         1         0         0           TECHNICIANS         18         13         4         0         1         0         0           TREASURER         13         2         0         0         10         1         0  |  | auto usanammenen eta manakiariakiariakiariakia bertaika di panakat.  | musesum on same est a freque   | er mineral services in the service of  | HED CHILD THE STORY  | nation remains in  | A CONTRACTOR OF THE PARTY OF TH |  |  |
| PROFESSIONALS   |  | 3  | 0  | _  | •  | _  |  | 0  |  |
| SERVICE/MAINTENANCE   33  |  | 1  | 1  | •  | 0  | 0  | (  | ) 0  |  |
| SKILLED CRAFTSMEN         42         28         13         0         1         0         0           TECHNICIANS         18         13         4         0         1         0         0           TREASURER         13         2         0         0         10         1         0         0         10         1         0 <td></td> <td>1</td> <td>1</td> <td>·</td> <td>0</td> <td>Ü</td> <td>) (</td> <td>) 0</td> <td></td>  |  | 1  | 1  | ·  | 0  | Ü  | ) (  | ) 0  |  |
| TECHNICIANS   |  |  |  |  | 1  | 2  | ? (  | ,  |  |
| TREASURER         13         2         0         0         10         1         0           CLERICAL         10         1         0         0         9         0         0           PROFESSIONALS         3         1         0         0         1         1         0           UTILITY SERVICES         62         44         13         4         0         0           CLERICAL         3         0         0         0         3         0         0           SERVICE/MAINTENANCE         22         15         7         0         0         0         0           SKILLED CRAFTSMEN         24         20         4         0         0         0         0           TECHNICIANS         13         9         2         1         1         0         0           CLERICAL         4         1         0         0         3         0         0           OFFICIALS/MANAGERS         1         1         0         0         0         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0           TECHNICIANS <td></td> <td></td> <td></td> <td></td> <td>Ū</td> <td>1</td> <td></td> <td>•</td> <td></td>  |  |  |  |  | Ū  | 1  |  | •  |  |
| CLERICAL         10         1         0         0         9         0         0           PROFESSIONALS         3         1         0         0         1         1         0           UTILITY SERVICES         62         44         13         1         4         0         0           CLERICAL         3         0         0         0         3         0         0           SERVICE/MAINTENANCE         22         15         7         0         0         0         0           SKILLED CRAFTSMEN         24         20         4         0         0         0         0           TECHNICIANS         13         9         2         1         1         0         0           WASTEWATER         51         33         9         1         8         0         0           CLERICAL         4         1         0         0         3         0         0           SERVICE/MAINTENANCE         23         14         6         1         2         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0   | The second of th | The control and the service of the s | 13   | manusanii oo waxaa ahaa  | U<br>In consideration  |  | THE RESIDENCE MANAGEMENT OF THE PARTY OF THE |  | The Manager of the Control of the Co |
| PROFESSIONALS   3   | - Cara - Warter Charles China - Cara  | BOUNDARY AND SERVICE CONTRACTOR CONTRACTOR OF THE  | 4  | AND STREET, ST | Harris Anni De Maria de La Carta   | CONTRACTOR SE  |  |  | 17 17 18 18 18 18 18 18 18 18 18 18 18 18 18   |
| CLERICAL   3  |  |  | 4  |  |  | -  | <i>?</i>   | -  |  |
| CLERICAL         3         0         0         0         3         0         0           SERVICE/MAINTENANCE         22         15         7         0         0         0         0           SKILLED CRAFTSMEN         24         20         4         0         0         0         0           TECHNICIANS         13         9         2         1         1         0         0           WASTEWATER         51         33         9         1         8         0         0           CLERICAL         4         1         0         0         3         0         0           OFFICIALS/MANAGERS         1         1         0         0         0         0         0           SERVICE/MAINTENANCE         23         14         6         1         2         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0           WATER         38         24         9         1         0         0         0           CLERICAL         1         0         0         0         0         0         0   | and the control of th | Control (California Control Co |  | CHARLES AND SANDERS AND  | U  |  |  |  |  |
| SERVICE/MAINTENANCE         22         15         7         0         0         0         0           SKILLED CRAFTSMEN         24         20         4         0         0         0         0           TECHNICIANS         13         9         2         1         1         0         0           WASTEWATER         51         33         9         1         1         0         0           CLERICAL         4         1         0         0         3         0         0           OFFICIALS/MANAGERS         1         1         0         0         0         0         0           SERVICE/MAINTENANCE         23         14         6         1         2         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0           WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         0         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0           SKILLED C   | USILIAN SERVICES   | AND THE PROPERTY OF THE PROPER | ere and the second second  |  |  | by my table;   |  |  |  |
| SKILLED CRAFTSMEN         24         20         4         0         0         0         0           TECHNICIANS         13         9         2         1         1         0         0           WASTEWATER         51         33         9         1         3         0         0           CLERICAL         4         1         0         0         3         0         0           OFFICIALS/MANAGERS         1         1         0         0         0         0         0           SERVICE/MAINTENANCE         23         14         6         1         2         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0           WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         0         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0   |  |  |  | 7  |  | -  | `  | _  |  |
| TECHNICIANS         13         9         2         1         1         0         0           WASTEWATER         51         33         9         1         9         2         1         1         0         0           CLERICAL         4         1         0         0         3         0         0         0           OFFICIALS/MANAGERS         1         1         0         0         0         0         0           SERVICE/MAINTENANCE         23         14         6         1         2         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0           TECHNICIANS         6         3         0         0         3         0         0           WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         1         0         0           WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         0         0 </td <td></td> <td></td> <td></td> <td>i<br/>A</td> <td></td> <td></td> <td>_</td> <td></td> <td></td>  |  |  |  | i<br>A   |  |  | _  |  |  |
| WASTEWATER         51         33         9         13         8         0         0           CLERICAL         4         1         0         0         3         0         0           OFFICIALS/MANAGERS         1         1         0         0         0         0         0           SERVICE/MAINTENANCE         23         14         6         1         2         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0           TECHNICIANS         6         3         0         0         3         0         0           WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         1         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0         0           SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0   |  |  |  | •  | _  |  |  | -  |  |
| CLERICAL         4         1         0         0         3         0         0           OFFICIALS/MANAGERS         1         1         0         0         0         0         0           SERVICE/MAINTENANCE         23         14         6         1         2         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0         0           TECHNICIANS         6         3         0         0         3         0         0         0           WATER         38         24         9         3         0         0         0           CLERICAL         1         0         0         0         1         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0         0           SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0   |  | and the second s | and the second s |  | The state of the s |  |  | •  | PTADE TEXTOGRAPHIC CONT.   |
| OFFICIALS/MANAGERS         1         1         0         0         0         0         0           SERVICE/MAINTENANCE         23         14         6         1         2         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0           TECHNICIANS         6         3         0         0         3         0         0           WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         1         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0         0           SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0  | eith 1.73 liber Company high and army in party or any beautiful and a company or any and a company or any  | The second section of the second second second section is the second section of the second se | 1<br>1   | arenes sentin in not common miles  | Stranding or also experience and control of the control  |  | Latination of the Control of the Con | A STATE OF THE PARTY OF THE PAR | - A SERVICE STREET, ST |
| SERVICE/MAINTENANCE         23         14         6         1         2         0         0           SKILLED CRAFTSMEN         17         14         3         0         0         0         0           TECHNICIANS         6         3         0         0         3         0         0           WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         1         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0         0           SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0   |  | 4  | ,  | _  | 0  |  |  |  | )  |
| SKILLED CRAFTSMEN         17         14         3         0         0         0         0           TECHNICIANS         6         3         0         0         3         0         0           WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         1         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0         0           SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0   |  | 23   | 14   | 6  | 4  |  | ,  | _  | )  |
| TECHNICIANS         6         3         0         0         3         0         0           WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         1         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0         0           SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0   |  |  |  | 3  | , , , , , , , , , , , , , , , , , , ,  |  | •  |  | <b>,</b>   |
| WATER         38         24         9         1         4         0         0           CLERICAL         1         0         0         0         1         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0         0           SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0   |  |  |  |  | · U  |  | -  | •  | <i>)</i>   |
| CLERICAL         1         0         0         0         1         0         0           PROTECTIVE SERVICE         4         4         0         0         0         0         0           SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0   | and the second s | Commission with the residence of the commission of the residence of the commission o | ALATONIA PROGRAMMA CONTINUES CANADA CONTINUES  | STORTERS AND AND ADDRESS OF THE STORY  | CONTRACTOR CONTRACTOR SELECTION  |  |  |  | Andreas armente e e e e e e e e e e e e e e e e e e  |
| PROTECTIVE SERVICE         4         4         4         0         0         0         0         0           SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0  | the state of the s | 30<br>1  | Mars and the second of the second  | edam modern moderno  | CONTRACTOR OF CONTRACTOR CONTRACTOR  | An Charles   | A SALES OF THE PARTY OF THE PAR |  | man and such as to design the such as  |
| SERVICE/MAINTENANCE         6         2         3         0         1         0         0           SKILLED CRAFTSMEN         20         14         5         1         0         0         0   |  | 1<br>A.  | Ţ.,  |  |  |  | _  | _  |  |
| SKILLED CRAFTSMEN 20 14 5 1 0 0 0   |  | 4  | -  | 2  | _  | ,  | J<br><del>1</del>  | U (  | <i>)</i>   |
|   | the state of the s | •  |  | ى<br>  | . 4  | ,  | !<br>በ   | 0 (  | j<br>S   |
|   |  |  |  | ت<br>4   | . U  | · · · · · · · · · · · · · · · · · · ·  | u<br>9   | •  | •  |
|   | FOLIMONAO  | •  | **   | ,  | U  | •  | <u>.</u>   | υ (  | J  |

| category            | total employees | wm   | bm    | om        | wf  | bf         | of    |
|---------------------|-----------------|------|-------|-----------|-----|------------|-------|
| YOUTH SERVICES      | <b>18</b>       | 4    | 3 / 5 | υξ Oγει." | 5 温 | <b>6</b> 6 | i = 0 |
| CLERICAL            | 2               | 0    | 0     | 0         | 2   | 0          | 0     |
| PARA-PROFESSIONAL   | 12              | 2    | 3     | 0         | 3   | 4          | 0     |
| PROFESSIONALS       | 2               | 2    | 0     | 0         | 0   | 0          | 0     |
| SERVICE/MAINTENANCE | Ξ 1             | 0    | 0     | 0         | 0   | 1          | 0     |
| OFFICIALS/MANAGERS  | 1               | 0    | 0     | 0         | 0   | 1          | 0     |
|                     | 1888            | 1004 | 228   | 15        | 465 | 171        | 5     |

#### CITY OF ROANOKE NEW HIRE ANALYSIS by Number of Employees

#### December 31, 2003

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER   |
|-----------------------|--------|-------|-------|-------|---------|---------|---------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | FEMALES |
| OFFICIALS/MANAGERS    | 3      | 2     | 0     | 0     | 0       | 1       | 0       |
| PROFESSIONALS         | 44     | 14    | 1     | 1     | 23      | 2       | 1       |
| TECHNICIANS           | 22     | 7     | 0     | 0     | 11      | 5       | 0       |
| PROTECTIVE SERVICE    | 65     | 49    | 5     | 0     | 9       | 2       | 0       |
| PARA-PROFESSIONAL     | 7      | 0     | 0     | 0     | 3       | 4       | 0       |
| CLERICAL              | 20     | 1     | 0     | 0     | 16      | 4       | 0       |
| SKILLED CRAFT         | 12     | 11    | 1     | . 0   | 0       | 0       | 0       |
| SERVICE/MAINTENANCE   | 35     | 18    | 8     | 1     | 2       | 6       | 0       |
| TOTAL NUMBER          | 208    | 102   | 15    | 2     | 64      | 24      | 1       |
| TOTAL PERCENTAGES     | 100.0% | 49.0% | 7.2%  | 1.0%  | 31.0%   | 11.0%   | 0.5%    |

#### CITY OF ROANOKE NEW HIRE ANALYSIS by Number of Employees

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER   |
|-----------------------|--------|-------|-------|-------|---------|---------|---------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | FEMALES |
| OFFICIALS/MANAGERS    | 5      | 4     | 1     | 0     | 0       | 0       | 0       |
| PROFESSIONALS         | 42     | 6     | 2     | 0     | 24      | 9       | 1       |
| TECHNICIANS           | 25     | 11    | 0     | 0     | 9       | 4       | 1       |
| PROTECTIVE SERVICE    | 55     | 39    | 10    | 0     | . 6     | 0       | 0       |
| PARA-PROFESSIONAL     | 6      | 1     | 0     | 0     | 3       | 2       | 0       |
| CLERICAL              | 17     | 1     | 1     | 0     | 13      | 2       | 0       |
| SKILLED CRAFT         | 8      | 6     | 2     | 0     | 0       | 0       | Ō       |
| SERVICE/MAINTENANCE   | 37     | 19    | 14    | Ō     | 3       | 1       | 0       |
| TOTAL NUMBER          | 195    | 87    | 30    | 0     | 58      | 18      | 2       |
| TOTAL PERCENTAGES     | 100.0% | 44.6% | 15.4% | 0.0%  | 29.7%   | 9.2%    | 1.0%    |

#### CITY OF ROANOKE NEW HIRE ANALYSIS by Category and Percent

### December 31, 2003

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER   |
|-----------------------|--------|-------|-------|-------|---------|---------|---------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | FEMALES |
| OFFICIALS/MANAGERS    | 100.0% | 66.7% | 0.0%  | 0.0%  | 0.0%    | 33.3%   | 0.0%    |
| PROFESSIONALS         | 100.0% | 31.8% | 2.3%  | 2.3%  | 52.3%   | 4.5%    | 2.3%    |
| TECHNICIANS           | 100.0% | 31.8% | 0.0%  | 0.0%  | 50.0%   | 22.7%   | 0.0%    |
| PROTECTIVE SERVICE    | 100.0% | 75.4% | 7.7%  | 0.0%  | 13.8%   | 3.1%    | 0.0%    |
| PARA-PROFESSIONAL     | 100.0% | 0.0%  | 0.0%  | 0.0%  | 42.9%   | 57.1%   | 0.0%    |
| CLERICAL              | 100.0% | 5.0%  | 0.0%  | 0.0%  | 80.0%   | 20.0%   | 0.0%    |
| SKILLED CRAFT         | 100.0% | 91.7% | 8.3%  | 0.0%  | 0.0%    | 0.0%    | 0.0%    |
| SERVICE/MAINTENANCE   | 100.0% | 51.4% | 22.9% | 2.9%  | 5.7%    | 17.1%   | 0.0%    |
| TOTAL NUMBER          | 208    | 102   | 15    | 2     | 64      | 24      | 1       |
| TOTAL PERCENTAGES     | 100.0% | 49.0% | 7.2%  | 1.0%  | 31.0%   | 11.0%   | 0.5%    |

#### CITY OF ROANOKE NEW HIRE ANALYSIS by Category and Percent

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER          |
|-----------------------|--------|-------|-------|-------|---------|---------|----------------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | <b>FEMALES</b> |
| OFFICIALS/MANAGERS    | 100.0% | 80.0% | 20.0% | 0.0%  | 0.0%    | 0.0%    | 0.0%           |
| PROFESSIONALS         | 100.0% | 14.3% | 4.8%  | 0.0%  | 57.1%   | 21.4%   | 2.4%           |
| TECHNICIANS           | 100.0% | 44.0% | 0.0%  | 0.0%  | 36.0%   | 16.0%   | 4.0%           |
| PROTECTIVE SERVICE    | 100.0% | 70.9% | 18.2% | 0.0%  | 10.9%   | 0.0%    | 0.0%           |
| PARA-PROFESSIONAL     | 100.0% | 16.7% | 0.0%  | 0.0%  | 50.0%   | 33.3%   | 0.0%           |
| CLERICAL              | 100.0% | 5.9%  | 5.9%  | 0.0%  | 76.5%   | 11.8%   | 0.0%           |
| SKILLED CRAFT         | 100.0% | 75.0% | 25.0% | 0.0%  | 0.0%    | 0.0%    | 0.0%           |
| SERVICE/MAINTENANCE   | 100.0% | 51.4% | 37.8% | 0.0%  | 8.1%    | 2.7%    | 0.0%           |
| TOTAL NUMBER          | 195    | 87    | 30    | 0     | 58      | 18      | 2              |
| TOTAL PERCENTAGES     | 100.0% | 44.6% | 15.4% | 0.0%  | 29.7%   | 9.2%    | 1.0%           |

#### CITY OF ROANOKE PROMOTION ANALYSIS by Number of Employees

#### December 31, 2003

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK          | OTHER | WHITE   | BLACK   | OTHER   |
|-----------------------|--------|-------|----------------|-------|---------|---------|---------|
|                       |        | MALES | MALES          | MALES | FEMALES | FEMALES | FEMALES |
| OFFICIALS/MANAGERS    | 1      | 0     | 1              | 0     | 0       | 0       | 0       |
| PROFESSIONALS         | 29     | 13    | 2              | 0     | 10      | 4       | 0       |
| TECHNICIANS           | 35     | 25    | 3              | 0     | 6       | 1       | 0       |
| PROTECTIVE SERVICE    | 12     | 9     | 2              | 0     | 0       | 1       | 0       |
| PARA-PROFESSIONAL     | 2      | 0     | 0              | 0     | 1       | 1       | 0       |
| CLERICAL              | 9      | 1     | 0              | 0     | 7       | 1       | 0       |
| SKILLED CRAFT         | 9      | 6     | 3              | 0     | 0       | 0       | 0       |
| SERVICE/MAINTENANCE   | 5      | 4     | 1              | 0     | 0       | 0       | 0       |
| TOTAL NUMBER          | 102    | 58    | 12             | 0     | 24      | 8       | 0       |
| TOTAL PERCENTAGES     | 100.0% | 56.9% | 1 <b>1</b> .8% | 0.0%  | 23.5%   | 7.8%    | 0.0%    |

#### CITY OF ROANOKE PROMOTION ANALYSIS by Number of Employees

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER   |
|-----------------------|--------|-------|-------|-------|---------|---------|---------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | FEMALES |
| OFFICIALS/MANAGERS    | 2      | 1     | 0     | 0     | 1       | 0       | 0       |
| PROFESSIONALS         | 18     | 7     | 0     | 0     | 10      | 1       | 0       |
| TECHNICIANS           | 21     | 7     | 3     | 0     | 9       | 2       | 0       |
| PROTECTIVE SERVICE    | 5      | 3     | 2     | 0     | 0       | 0       | 0       |
| PARA-PROFESSIONAL     | 3      | 0     | 0     | 0     | 1       | 2       | 0       |
| CLERICAL              | 7      | 0     | 0     | 0     | 6       | 1       | 0       |
| SKILLED CRAFT         | 15     | 11    | 2     | 1     | 1       | 0       | 0       |
| SERVICE/MAINTENANCE   | 15     | 10    | 3     | 0     | 2       | 0       | 0       |
| TOTAL NUMBER          | 86     | 39    | 10    | 1     | 30      | 6       | 0       |
| TOTAL PERCENTAGES     | 100.0% | 45.3% | 11.6% | 1.2%  | 34.9%   | 7.0%    | 0.0%    |

#### CITY OF ROANOKE PROMOTION ANALYSIS by Category and Percent

#### December 31, 2003

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK  | OTHER | WHITE   | BLACK   | OTHER   |
|-----------------------|--------|-------|--------|-------|---------|---------|---------|
|                       |        | MALES | MALES  | MALES | FEMALES | FEMALES | FEMALES |
| OFFICIALS/MANAGERS    | 100.0% | 0.0%  | 100.0% | 0.0%  | 0.0%    | 0.0%    | 0.0%    |
| PROFESSIONALS         | 100.0% | 44.8% | 6.9%   | 0.0%  | 34.5%   | 13.8%   | 0.0%    |
| TECHNICIANS           | 100.0% | 71.4% | 8.6%   | 0.0%  | 17.1%   | 2.9%    | 0.0%    |
| PROTECTIVE SERVICE    | 100.0% | 75.0% | 16.7%  | 0.0%  | 0.0%    | 8.3%    | 0.0%    |
| PARA-PROFESSIONAL     | 100.0% | 0.0%  | 0.0%   | 0.0%  | 50.0%   | 50.0%   | 0.0%    |
| CLERICAL              | 100.0% | 11.1% | 0.0%   | 0.0%  | 77.8%   | 11.1%   | 0.0%    |
| SKILLED CRAFT         | 100.0% | 66.7% | 33.3%  | 0.0%  | 0.0%    | 0.0%    | 0.0%    |
| SERVICE/MAINTENANCE   | 100.0% | 80.0% | 20.0%  | 0.0%  | 0.0%    | 0.0%    | 0.0%    |
| TOTAL NUMBER          | 102    | 58    | 12     | 0     | 24      | 8       | 0       |
| TOTAL PERCENTAGES     | 100.0% | 56.9% | 11.8%  | 0.0%  | 23.5%   | 7.8%    | 0.0%    |

#### CITY OF ROANOKE PROMOTION ANALYSIS by Category and Percent

| OCCUPATIONAL CATEGORY | TOTAL  | WHITE | BLACK | OTHER | WHITE   | BLACK   | OTHER   |
|-----------------------|--------|-------|-------|-------|---------|---------|---------|
|                       |        | MALES | MALES | MALES | FEMALES | FEMALES | FEMALES |
| OFFICIALS/MANAGERS    | 100.0% | 50.0% | 0.0%  | 0.0%  | 50.0%   | 0.0%    | 0.0%    |
| PROFESSIONALS         | 100.0% | 38.9% | 0.0%  | 0.0%  | 55.6%   | 5.6%    | 0.0%    |
| TECHNICIANS           | 100.0% | 33.3% | 14.3% | 0.0%  | 42.9%   | 9.5%    | 0.0%    |
| PROTECTIVE SERVICE    | 100.0% | 60.0% | 40.0% | 0.0%  | 0.0%    | 0.0%    | 0.0%    |
| PARA-PROFESSIONAL     | 100.0% | 0.0%  | 0.0%  | 0.0%  | 33.3%   | 66.7%   | 0.0%    |
| CLERICAL              | 100.0% | 0.0%  | 0.0%  | 0.0%  | 85.7%   | 14.3%   | 0.0%    |
| SKILLED CRAFT         | 100.0% | 73.3% | 13.3% | 6.7%  | 6.7%    | 0.0%    | 0.0%    |
| SERVICE/MAINTENANCE   | 100.0% | 66.7% | 20.0% | 0.0%  | 13.3%   | 0.0%    | 0.0%    |
| TOTAL NUMBER          | 86     | 39    | 10    | 1     | 30      | 6       | 0       |
| TOTAL PERCENTAGES     | 100.0% | 45.3% | 11.6% | 1.2%  | 34.9%   | 7.0%    | 0.0%    |

## **NEW HIRES by Department and EEO Categories**

|  | TOTAL  | WM                                     | BM              | OM        | WF                   | BF           | OF                       |                       |
|--|--|--|-----------------|-----------|----------------------|--------------|--------------------------|-----------------------|
| BILLINGS & COLLECTIONS   | # 25 C (P = 2  | e z z Orzen                            | trais Osca      | ar & need | i naza               |              |                          |                       |
| CLERICAL   | 1  | 0                                      | 0               | 0         | 0                    | 1            | 0                        |                       |
| GINAGUERK  |  | 0/5                                    | in the state of | 2 Tab     |                      |              |                          |                       |
| CLERICAL   | 2  | 0                                      | 0               | 0         | 1                    | 1            | 0                        |                       |
| #GTY MANAGER   | 10.5   |  | 100             | 1000      |                      |              |                          |                       |
| PROFESSIONALS  | 1  | 1                                      | 0               | 0         | 0                    | 0            | 0                        |                       |
| GIVIO FACILITIES.  | 8.2  |  | 0.0             |           | 3 3 3 3 3            |              |                          |                       |
| CLERICAL   | 2  | 0                                      | 0               | 0         | 2                    | 0            | 0                        |                       |
| OFFICIALS/MANAGERS   | 1  | 0                                      | 0               | 0         | 0                    | 1            | 0                        |                       |
| PROFESSIONALS  | 3  | 2                                      | 0               | 0         | 1                    | 0            | 0                        |                       |
| SERVICE/MAINTENANCE  | 2  | 2                                      | 0               | 0         | 0                    | 0            | 0                        |                       |
| COMMISSIONER OF THE REVENUE CO | 3 2  | 0.7                                    | 0.8             | 0         |                      |              | 7 <del>1</del> 20 (1988) |                       |
| CLERICAL   | 2  | 0                                      | 0               | 0         | 1                    | 1            | 0                        |                       |
| COMMONWEALTH ATTORNEY  | 4 /  |  | 10≥             | 2 0 de    | 3.5                  | 44.75 (FE)   | 0                        |                       |
| CLERICAL   | 2  | 0                                      | 0               | 0         | 2                    | 0            | 0                        | HERRICE.              |
| PARA-PROFESSIONAL  | 1  | 0                                      | 0               | 0         | 1                    | 0            | 0                        |                       |
| PROFESSIONALS  | 1  | 1                                      | 0               | 0         | 0                    | 0            | 0                        |                       |
| EMERGENCY 9441   | 66 F 5 8 F   | 3 (1 <b>0 2 )</b>                      | 2 × 0 4         |           | 450                  |              |                          |                       |
| TECHNICIANS  | 5  | 0                                      | 0               | 0         | 5                    | 0            | 0                        | TO THE REAL PROPERTY. |
| ENGINEERING SEE SEE  | 2.48   |  |                 | 26. CE    |                      |              |                          |                       |
| PROFESSIONALS  | 2  | 1                                      | 0               | 0         | 1                    | 0            | 0                        | is entropyryst.       |
| FACILITIES MAINTENANCE 2013  | $I_{ij} = I_{ij} = I_{ij}$   | * = 27 <b>2</b>                        |                 |           |                      | 17           |                          |                       |
| OFFICIALS/MANAGERS   | 1  | 1                                      | 0               | 0         | 0                    | 0            | 0                        | *********             |
| SERVICE/MAINTENANCE  | 5  | 0                                      | 1               | 0         | 0                    | 4            | 0                        |                       |
| SKILLED CRAFT  | 1  | 1                                      | 0               | 0         | 0                    | 0            | 0                        |                       |
| FINANCE  | 5,4  |  |                 |           |                      |              |                          |                       |
| CLERICAL   | 1  | 0                                      | 0               | 0.        | 1                    | 0            | 0                        |                       |
| PROFESSIONALS  | 2  | 1                                      | 0               | 0         | 0                    | 0            | 1                        |                       |
| TECHNICIANS  | 2  | 0                                      | 0               | 0         | 1                    | 1            | 0                        | <b>Sarte</b> sara     |
| FIRE-EMS 1   | 4  | <b>749</b>                             |                 |           |                      |              |                          |                       |
| PROFESSIONALS PROTECTIVE SERVICE   | 1<br>27  | 7                                      | 0               | 0         | 0                    | 0            | 0                        |                       |
| PROTECTIVE SERVICE   | 21   | 23                                     | 3<br>2000-200   |           | 7<br>(2) (2) (2) (2) | U            | 0                        |                       |
| SKILLED CRAFT  |  |  | 0               | 0         | 0                    |              |                          |                       |
| TECHNICIANS  | 4  | 4                                      | 0               | 0         | 0                    | 0            | 0.                       |                       |
| HOUSING & NEIGHBORHOOD SERVIC  |  |  |                 |           |                      | 0            | 0                        | ion place             |
| CLERICAL   | 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965 - 1965<br>1 | 0                                      | 0               | 0         | 1                    | 0            |                          |                       |
| PROFESSIONALS  | 1  | -0                                     | Ó               | .0        | 4                    | 0            | 0                        |                       |
| MEBRARIES  |  |  |                 |           |                      |              |                          |                       |
| PARA-PROFESSIONAL  | 1  | n<br>N                                 | 0               | 0         | 2000 P.C.<br>1       | 0            | 0                        |                       |
| PROFESSIONALS  | 3  | n                                      | 0               | 0         | 2                    | 4            | n o                      |                       |
| PROTECTIVE SERVICE   | 1  | 1                                      | n               | n         | ñ                    | n            | 0                        |                       |
| PARKS GRECKEAGON   |  |  |                 |           |                      |              |                          |                       |
| PROFESSIONALS  | 2  | 1                                      | 0               | 0         | 1                    | 0            | 0                        |                       |
| SERVICE/MAINTENANCE  | 7  | 5                                      | 0               | 0         | ,                    | 0            | ų<br>O                   |                       |
| SKILLED CRAFT  | 1  | 1                                      | n               | 0         | 0                    | 0            | O O                      |                       |
| ##PRVVVIVICABIDIEDIV.CK.ADBVAGOSVIBV   |  |  |                 |           |                      |              |                          |                       |
| PROFESSIONALS  | 2  | ************************************** | 0               | 0         | 1                    | 0            | ñ                        |                       |
| TECHNICIANS  | 1  | Ö                                      | Ö               | 0         | Ô                    | 1            | 0                        |                       |
| শা <b>লা</b> কাশ্যাবিদ্যাল কাশ্যা বিশ্ব কি   |  | •                                      | -               | •         |                      | -,#          | v                        |                       |
| P 2000   |  |  |                 |           |                      | <del> </del> |                          |                       |

## **NEW HIRES by Department and EEO Categories**

|  | TOTAL                 | WM                     | ВМ           | OM            | WF  | BF    | OF        |   |
|--|-----------------------|------------------------|--------------|---------------|---|-------|-----------|---|
| PORGE  | 32                    | 20 <del>.</del> 20. 20 | e - 2 / s    | e Ose         | a de la companya de |       | 30 (0 see |   |
| CLERICAL   | 3                     | 0                      | 0            | 0             | 2   | 1     | 0         |   |
| PROTECTIVE SERVICE   | 22                    | 17                     | 2            | . 0           | 3   | 0     | 0         |   |
| TECHNICIANS  | 7                     | 3                      | 0            | 0             | 1   | 3     | 0         |   |
| PURCHASING COMPANY OF THE PURCHASING COMPANY | are te                | <b>381. 088</b>        | - C -        | <b>30.0</b>   |   |       | Signific  |   |
| PROFESSIONALS  | 1                     | 0                      | 0            | 0             | 0   | 1     | 0         | MANAGE THE BRIDGE                       |
| SHERIFI  | 3663 17 <b>8</b> 2    |                        | 0.           | <b>716.08</b> |   | 2.2   |           |   |
| CLERICAL   | 1                     | 0                      | 0            | 0             | 1   | 0     | 0         |   |
| PROFESSIONALS  | 1                     | 0                      | 0            | 0             | 1   | 0     | 0         |   |
| PROTECTIVE SERVICE   | 15                    | 8                      | 0            | 0             | 5   | 2     | 0         |   |
| SOCIAL SERVICES  | 26基分                  | 645                    |              | e de          | <b>64</b> 16  | 2.    | agri (Car |   |
| CLERICAL   | 2                     | 1                      | 0            | 0             | 1   | 0     | 0         |   |
| PARA-PROFESSIONAL  | 2                     | 0                      | 0            | 0             | 0   | 2     | 0         |   |
| PROFESSIONALS  | 21                    | 4                      | 1            | 1             | 15  | 0     | 0         |   |
| TECHNICIANS  | 1                     | 1                      | 0            | 0             | 0   | 0     | 0         | ومنين والمسائمة                         |
| SOLID WASTE MANAGEMENT   | 4 2                   | is of the              | <i>- 1</i> 2 |               |   |       | 0         |   |
| SERVICE/MAINTENANCE  | 4                     | 0                      | 2<br>02      | 1<br>25 0 10  | 0   | 1     | 0         | *************************************** |
| TECHNOLOGY OFFICIALS/MANAGERS  |                       | 4                      |              |               |   |       | 2 0       |   |
| TECHNICIANS  | 2                     | 1                      | .0           | 0<br>0        | 0   | 0     | 0         |   |
| TRANSPORTATION   | と 19 <b>5</b>         |                        |              | # 5 T F       |   |       | 0         |   |
| CLERICAL   | 19 <b>2</b> 6.53<br>1 | 0                      | 0            | 0             | 2993./5986<br>1   | 0     |           |   |
| PROFESSIONALS  | 1                     | 1                      | 0            | 0             | n '   | 0     | 0         |   |
| SERVICE/MAINTENANCE  | 6                     | 3                      | 3            | 0             | n   | D.    | n         |   |
| SKILLED CRAFT  | 4                     | 3                      | 1            | Ô             | 0   | 0     | n         |   |
| TECHNICIANS  | 4                     | 0                      | 0            | 0             | 1   | 0     | n         |   |
| TREASURER CONTROL OF THE PARTY  | 2.5                   | 0.5                    | 0 2          | 665.0         | 5 de 1991   |       |           | S. S. S. FR                             |
| CLERICAL   | 2                     | 0                      | 0            | 0             | 2   | 0     | 0         |   |
| aguniumes)   | 15                    | 11 <b>98</b>           | 7            | ing ca        |   |       |           |   |
| SERVICE/MAINTENANCE  | 10                    | 8                      | 2            | 0             | 0   | 0     | 0         |   |
| SKILLED CRAFT  | 2                     | 2                      | . 0          | 0             | 0   | 0     | 0         |   |
| TECHNICIANS  | 3                     | 1                      | 0            | 0             | 2   | 0     | 0         |   |
| TYOUTH SERVICES  | 5 2                   |                        | 0.           |               | 12 E-57'5 ()  | ha Op |           |   |
| CLERICAL   | 1                     | 0                      | 0            | 0             | 1   | 0     | 0         |   |
| PARA-PROFESSIONAL  | 3                     | 0                      | 0            | 0             | 1   | 2     | 0         |   |
| SERVICE/MAINTENANCE  | 1                     | 0                      | 0            | 0             | 0   | 1     | 0         |   |
| GRAND TOTAL  | 208                   | 102                    | 15           | 2             | 64  | 24    | 1         |   |
|  |                       |                        |              |               |   |       |           |   |

# **PROMOTIONS** by Department and EEO Categories

|  | TOTAL   | WM  | ВМ          | OM  | WF                    | BF     | OF      |  |
|--|---|---|-------------|---|-----------------------|--------|---------|--|
| ILLINGS & COLLECTIONS                  | 62 in 1   | £4 0 s  | er. 0-:     | 0.25                                      |                       | 3 O 2  | n e     |  |
| CLERICAL                               | 1   | 0   | 0           | 0   | 1                     | 0      | 0       |  |
| TTY CLERK TO THE                       | 172   | 0.2   | <b>0</b>    | 0.4                                       |                       | 7 02   | - To 0  |  |
| CLERICAL                               | 1   | 0   | 0           | 0   | 1                     | 0      | 0       |  |
| TITY MANAGER                           | 36. / 28  | 0.0   | - 0         | 0   |                       | 231    | 0.0     |  |
| PROFESSIONALS                          | 1   | 0   | 0           | 0   | 0                     | 1      | 0       |  |
| CLERICAL                               | 1   | 0   | 0           | 0   | 1                     | 0      | 0       |  |
| DIVIC FACILITIES                       | 2.  | (), <b>(</b> ,                                | 0           | 0.5                                       |                       | 0.5    | , O.S   |  |
| PARA-PROFESSIONAL                      | 1   | 0   | 0           | 0   | 1                     | 0      | 0       |  |
| SERVICE/MAINTENANCE                    | er terretaria de la composición del composición de la composición | 1   | 0           | 0   | 0                     | 0      | 0       |  |
| SLERK OF CIRCUIT COURT                 | 4.4° - 2 - 1  | Jej   | ∕, 0%,      | 05, 05                                    |                       | er or  | 0.5     |  |
| CLERICAL                               | 2   | 1   | 0           | 0<br>2 <b>1</b> 0 1                       | 1                     | 0      | 0       |  |
| COMMONWEALTH ATTORNEY PROFESSIONALS    |   |   | <u>, 07</u> |   | 0,000                 |        | 0.0     |  |
| EMERGENCY 9-1713                       |   | 1   | 0<br>- n =  | 0<br>4 <b>0</b> 5                         | 0<br>***              | 0<br>* | 0       |  |
| TECHNICIANS                            | Δ   | 7-24-123)<br>1                                | 0           | 0   | 3                     | 0      | 0       |  |
| ENGINEERING                            | 2   | **************************************        | o e         |   |                       | er de  |         |  |
| PROFESSIONALS                          | 1   | 1   | 0           | 0   | 0                     | 0      | 0       |  |
| SKILLED CRAFT                          | 1   | 1   | Ö           | 0   | Ō                     | 0      | 0       |  |
| FACILITIES MAINTENANGE                 |   | . 1   |             | 6 E                                       | 0.5                   |        | efe dia |  |
| TECHNICIANS                            | 3   | 1   | 1           | 0   | 0                     | 1      | 0       |  |
| FINANCE COLORS                         | 32  | 0.  | 0.88        | ) ( j                                     |                       |        | 18 O.   |  |
| PROFESSIONALS                          | 2   | 0   | 0           | 0   | 2                     | 0      | 0       | The state of the s |
| CLERICAL                               | 1   | 0   | 0           | 0   | 1                     | 0      | 0       |  |
| FIRE-EMS()                             | 38  | 325   | 41.         | 5 T O S                                   |                       |        | 0.      |  |
| PROFESSIONALS                          | 6<br>21   | 5<br>18                                       | 1           | 0   | 0                     | 0      | 0       |  |
| TECHNICIANS PROTECTIVE SERVICE         | 11  | 9   | 2           | 0   | 7<br>0                | 4      | 0       |  |
| HOUSING & NEIGHBORHOOD SE              |   | 9<br>- 18 18 18 18 18 18 18 18 18 18 18 18 18 |             | 0<br>************************************ | V<br>References       |        |         |  |
| OFFICIALS/MANAGERS                     | 1   | 0   | 1           | 0   | 0                     | 0      | 0       |  |
| PROFESSIONALS                          | 1   | 1   | Ö           | 0   | 0                     | 0      | 0       |  |
| CLERICAL                               | 1   | 0   | 0           | 0   | 1                     | 0      | 0       |  |
| <b>BIBRARIES</b>                       |   |   | 0           | 0.25                                      |                       |        |         |  |
| PROFESSIONALS                          | 1   | 0   | 0           | 0   | 1                     | 0      | 0       |  |
| MANAGEMENI & EUDGE                     |   | 0.5   |             | 0   | 0                     | ere en | 5.70    |  |
| PROFESSIONALS                          | 1   | 0   | 1           | 0   | 0                     | 0      | 0       |  |
| PARKS & RECREATION                     | 1.5   | 41  |             | 0   |                       |        | - U     |  |
| PROFESSIONALS                          | 1   | 0   | 0           | 0   | 0                     | 1      | 0       |  |
| CLERICAL                               | 1   | 0   | 0           | 0   | 0                     | 1.     | 0       |  |
| SKILLED CRAFT                          | 4   | 3   | 1           | 0   | 0                     | 0      | 0       |  |
| SERVICE/MAINTENANCE                    |   | 1   | 0           | 0   | 0                     | 0      | 0       |  |
| PLANNING, BUILDING & DEVELO            |   |   | 0.5         | 0.5                                       |                       |        |         |  |
| PROFESSIONALS                          | 1   | 1<br>   | 0           | 0   | 0                     | 0      | 0       |  |
| REAGEST A FEAVA LUZATION PROFESSIONALS |   | 0   |             |   |                       |        |         |  |
| SHERIE:                                |   |   | 0           | 0   |                       |        | 0       |  |
| TECHNICIANS                            | 2   | 1   | 0           | 0   | 4                     |        | 0       |  |
| PROTECTIVE SERVICE                     | 1   | 0   | 4           | 0   | 0                     | 0      | 0       |  |
| SORMENTRUES                            |   |   |             |   | uzu in a a a Tilina a | V      |         |  |
| PROFESSIONALS                          | 9   | 1   | O O         | 0   | 6                     | 2      | 0       |  |
| Danashar 24 2002                       |   | -   | <u> </u>    |   |                       |        |         |  |

Attachment 2.b

## **PROMOTIONS** by Department and EEO Categories

|  | TOTAL         | WM                    | ВМ   | OM           | WF       | BF         | OF   |   |
|--|---------------|-----------------------|------|--------------|----------|------------|------|---|
| SOLID WASTE MANAGEMENTS                | <b>高度,2</b> 数 | 262 (1 <sub>4</sub> 2 | 20 O | 0 ::         | (a) 1-16 | * 01.      | 0.55 |   |
| CLERICAL                               | 1             | 0                     | 0    | 0            | 1        | 0          | 0    |   |
| SERVICE/MAINTENANCE                    | 1             | 1                     | 0    | 0            | 0        | 0          | 0    | ŧ |
| TECHNOLOGY                             | 4.            | 4:                    | - 0  | 0.           | 0.5      | 0.4        | 0.2  |   |
| PROFESSIONALS                          | 2             | 2                     | 0    | 0            | 0        | 0          | 0    |   |
| TECHNICIANS                            | 2             | 2                     | 0    | 0            | 0        | 0          | 0    |   |
| TRANSPORTATION                         | 4             | 2., 2                 | 27   | <b>4 0 3</b> | 1: 0.2   | 0.5        | 0.55 |   |
| TECHNICIANS                            | 1             | 1                     | 0    | 0            | 0        | 0          | 0    |   |
| SKILLED CRAFT                          | 2             | 1 .                   | 1    | 0            | 0        | 0          | 0    |   |
| SERVICE/MAINTENANCE                    | 1             | 0                     | 1    | , 0          | 0        | 0          | 0    |   |
| UTILITIES : F. W. A. C. C. S. S. S. S. | <b>8</b>      | 4.                    |      | 0.           | -1.1     | <b>4</b> 0 | 0.00 |   |
| PROFESSIONALS                          | 1             | 1                     | 0    | 0            | 0        | 0          | 0    |   |
| TECHNICIANS                            | 2             | 1                     | 0    | 0            | 1        | 0          | 0    |   |
| SKILLED CRAFT                          | 2             | 1                     | 1    | 0            | 0        | 0          | 0    |   |
| SERVICE/MAINTENANCE                    | 1             | 1                     | 0    | 0            | 0        | 0          | 0    |   |
| YOUTH SERVICES.                        | . 1           | . 0                   | 0.   | 0            |          | 121        | 00   |   |
| PARA-PROFESSIONAL                      | 1             | 0                     | 0    | 0            | 0        | 1          | 0    |   |
| GRAND TOTAL                            | 102           | 58                    | 12   | 0            | 24       | 8          | 0    |   |



# **CITY OF ROANOKE**OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building 215 Church Avenue, S.W., Room 364 Roanoke, Virginia 24011-1591 Telephone: (540) 853-2333 Fax: (540) 853-1138 CityWeb: www.roanokegov.com

April 5, 2004

The Honorable Ralph K. Smith, Mayor
The Honorable Nelson Harris, Vice-Mayor
The Honorable William Bestpitch, Council Member
The Honorable Rupert Cutler, Council Member
The Honorable Alfred Dowe, Council Member
The Honorable Beverly Fitzpatrick, Jr., Council Member
The Honorable Linda Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject:

**Enterprise Zone Fund** 

Appropriation

## Background:

In January 1996, the Commonwealth of Virginia designated an area within the City of Roanoke as an Enterprise Zone. This zone will expire December 31, 2015, and is known as Enterprise Zone Two.

#### Considerations:

A requirement of designation is that the City of Roanoke offers certain local incentives. These incentives were set forth in the original application and subsequent amendments approved by City Council. When the zone was originally designated in 1996, Council appropriated funds for local incentives for both Enterprise Zone One (designated in 1984, expired 12/31/03) and Enterprise Zone Two. These funds are running out, and in order for the City to continue to offer the local incentives set forth in the designation application and subsequent amendments, additional funds need to be appropriated. The Department of Economic Development has estimated the short-term (three to six months) funding need as approximately \$98,000.

#### Recommended Action:

Transfer \$63,563 from Capital Improvement Reserve Economic Development (008-530-9575-9178) and appropriate \$34,370 from the Capital Fund Interest

Mayor Smith and Members of City Council April 5, 2004 Page 2

Earnings (008-3325) to Enterprise Zone 1 and 2 for utility connection rebates (008 310 9630 9003.)

Respectfully submitted,

Darlene L. Burcham City Manager

### DLB/sem

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Elizabeth A. Neu, Director of Economic Development
Sherman M. Stovall, Acting Director of Management and Budget

CM04-00053

## IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

My

AN ORDINANCE to appropriate funding for the Enterprise Zone Fund, amending and reordaining certain sections of the 2003-2004 Capital Projects Fund Appropriations and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2003-2004 Capital Projects Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

| Appropriations                    |                   |                |
|-----------------------------------|-------------------|----------------|
| Economic Development              | 008-530-9575-9178 | \$<br>(63,563) |
| Appropriated from General Revenue | 008-310-9630-9003 | 97,933         |
| Fund Balance                      |                   |                |
| Unappropriated                    | 008-3325          | (34,370)       |

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

#### ATTEST:

City Clerk.



# **CITY OF ROANOKE**OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building 215 Church Avenue, S.W., Room 364 Roanoke, Virginia 24011-1591 Telephone: (540) 853-2333 Fax: (540) 853-1138 CityWeb: www.roanokegov.com

April 5, 2004

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Beverly T. Fitzpatrick, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor and Members of City Council:

Subject:

Fund Appropriation for Salem Avenue Streetscapes

From Roanoke Times

#### Background:

The Roanoke Times needed to replace some curb and sidewalk as part of the construction of its new building. The City agreed to include these curb and sidewalk replacements as part of its Salem Avenue Streetscape project. In return, the Roanoke Times agreed to reimburse the City for its share of the construction costs. The City has received a check in the amount of \$31,700 from the Roanoke Times for its share of the project.

#### **Recommended Action:**

Appropriate the \$31,700 Roanoke Times repayment into Curb, Gutter, and Sidewalk #1 (008-530-9804-9004). Establish a revenue estimate of \$31,700 in the Capital Projects Fund.

Respectfully submitted,

Darlene L. Burcham

City Manager

## DLB:jb

c: Mary F. Parker, City Clerk
William H. Hackworth, City Attorney
Jesse A. Hall, Director of Finance

CM04-0060

### IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

RHS

AN ORDINANCE to appropriate funding received from a third party for the Salem Avenue Streetscape project, amending and reordaining certain sections of the 2003-2004 Capital Projects Fund Appropriations and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2003-2004 Capital Projects Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

| Appropriations                |                   |              |
|-------------------------------|-------------------|--------------|
| Appropriated from Third Party | 008-530-9804-9004 | \$<br>31,700 |
| Revenues                      |                   |              |
| Roanoke Times Sidewalk        | 008-530-9804-9804 | 31.700       |

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

#### ATTEST:

City Clerk.



# **CITY OF ROANOKE**OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building 215 Church Avenue, S.W., Room 364 Roanoke, Virginia 24011-1591 Telephone: (540) 853-2333 Fax: (540) 853-1138 CityWeb: www.roanokegov.com

April 5, 2004

Honorable Ralph K. Smith, Mayor Honorable C. Nelson Harris, Vice Mayor Honorable William D. Bestpitch, Council Member Honorable M. Rupert Cutler, Council Member Honorable Alfred T. Dowe, Jr., Council Member Honorable Beverly T. Fitzpatrick, Jr., Council Member Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject:

**Property Right Acquisition** 

for Police Building Phase II

**Project** 

Construction on the Police Building Phase II project is slated to begin during the summer of 2004. Due to the small size of the site, it is necessary to obtain temporary construction easements of variable width from three adjacent property owners. These easements are needed in order to construct a three story structure at the west property line, to include layback for building foundation, and also to provide space for a crane and materials lay-down to the south. Temporary closure of the alley immediately behind the Police Building site is also required. See Attachment #1 for site map.

Authorization is needed to move forward with acquisition of the necessary property rights in the form of temporary construction easements on four parcels identified by tax map numbers 1011304 owned by Campbell Place, LLC; 1011319 & 1011320 owned by Roy H. Park Broadcasting of Roanoke; and 1011335 owned by the American National Red Cross.

Total acquisition costs for related expenses such as title reports, environmental inspections, and alternative parking locations are estimated to be \$45,000. Funding from the Fire/EMS Facility Improvements may be transferred to cover these expenses. The Fire/EMS Facility Improvements account will be reimbursed from the proceeds of bonds to be issued in FY05 for Phase II of the Police Building project.

Mayor Smith and Members of City Council April 5, 2004 Page 2

#### Recommended Action(s):

Authorize the City Manager to acquire all property rights as described herein, subject to an acceptable environmental inspection and title report. Such property rights may be acquired by negotiation and include temporary construction easements only.

Transfer \$45,000 from account 008-530-9678-9003 Fire/EMS Facility Improvements to the Police Building Design-Ph. II account 008-530-9567-9003.

Adopt a resolution declaring the City's intent to reimburse itself from the proceeds of general obligation public improvement bonds to be issued for this project. The total amount of the bonds to be issued is anticipated to be \$6.67 million.

Respectfully submitted,

Darlene L. Burcham

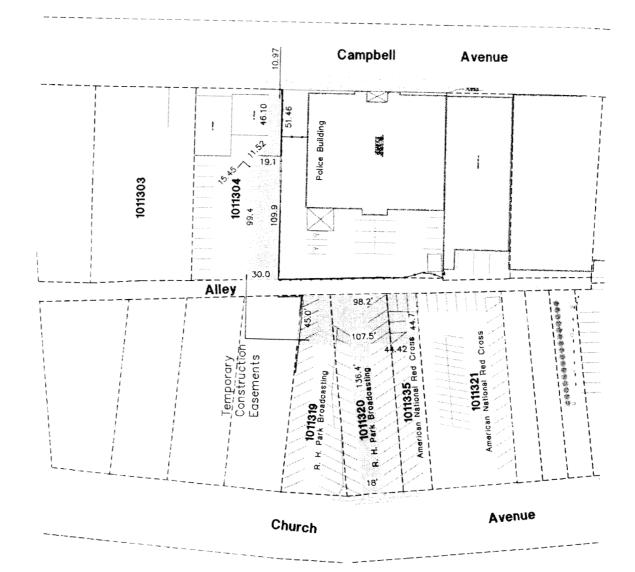
City Manager

#### **DLB/SEF**

#### **Attachment**

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Sherman M. Stovall, Acting Director of Management and Budget
Sarah E. Fitton, Engineering Coordinator

#CM04-00055



KHZ

AN ORDINANCE to appropriate funding for the Police Building Phase II Project, amending and reordaining certain sections of the 2003-2004 Capital Projects Fund Appropriations and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2003-2004 Capital Projects Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations

 Appropriated from General Revenue
 008-530-9678-9003
 \$ (45,000)

 Appropriated from General Revenue
 008-530-9567-9003
 \$ 45,000

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

6.a.4.

Shy

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE providing for the acquisition of certain temporary construction

easements needed by the City for the construction of the Police Building Phase II Project,

providing for the City's acquisition of such easements by negotiation; and dispensing with the

second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that:

1. For the construction of the Police Building Phase II Project, the City wants and

needs certain temporary construction easements on four parcels of land identified by Official

Tax Nos. 1011304, 1011319, 1011320 and 1011335, as set forth in the letter of the City

Manager to City Council dated April 5, 2004. The proper City officials are hereby authorized

to acquire the property rights by negotiation for such consideration as the City Manager may

deem appropriate. All requisite documents shall be upon form approved by the City

Attorney.

2. The City's purchase of the temporary construction easements is subject to the

City obtaining an acceptable title report.

3. Pursuant to the provisions of Section 12 of the City Charter, the second reading

of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk



#### IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION declaring the City's intent to reimburse itself from the proceeds of its general obligation public improvement bonds for certain moneys to be appropriated by the City for expenditures in connection with the Police Building Phase II Project; and providing for an effective date.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

- 1. In accordance with U.S. Treasury Regulations, Section 1.150-2, the City hereby declares that it reasonably expects and intends to reimburse itself from the proceeds of its general obligation public improvement bonds in a principal amount not to exceed \$6,670,000 for certain moneys to be appropriated by the City from time to time for expenditures in connection with the Police Building Phase II (the "Project"), including, without limitation, the amount of \$45,000 appropriated by an ordinance adopted contemporaneously herewith by the City Council on April 5, 2004, in connection with the acquisition of temporary construction easements and related expenses such as title reports, environmental inspections, and alternative parking locations.
- 2. The Council hereby determines that the appropriation authorized contemporaneously herewith is being made for a purpose for which the City is authorized to issue, and contemplated to be reimbursed from the proceeds of, general obligation public

improvement bonds of the City. The maximum principal amount of debt expected to be issued for the Project is an amount not to exceed \$6,670,000.

- 3. This is a declaration of official intent adopted pursuant to U.S. Treasury Regulations, Section 1.150-2. This official intent is being made not later than sixty days after the payment of the expenditures authorized by Paragraph 1 of this Resolution.
- 4. The City Clerk is directed to file this Resolution among the permanent papers of the City and hold it available for public inspection pursuant to the Virginia Freedom of Information Act, "2.2-3700, et seq., Code of Virginia (1950), as amended.
  - 5. This Resolution shall be effective on and after the date of its adoption.

ATTEST:

City Clerk.



# **CITY OF ROANOKE**OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building 215 Church Avenue, S.W., Room 364 Roanoke, Virginia 24011-1591 Telephone: (540) 853-2333 Fax: (540) 853-1138 CityWeb: www.roanokegov.com

April 5, 2004

Honorable Ralph K. Smith, Mayor Honorable C. Nelson Harris, Vice Mayor Honorable William D. Bestpitch, Council Member Honorable M. Rupert Cutler, Council Member Honorable Alfred T. Dowe, Jr., Council Member Honorable Beverly T. Fitzpatrick, Jr., Council Member Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject:

Revisions to User Fees at the Carvins Cove Natural

Reserve

Currently, City water system customers, through water billings, pay the majority of operational costs to maintain the recreational facilities at the Carvins Cove Natural Reserve (Reserve). This funding commitment was recognized by City Council when it adopted a two tier user fee system for non-boating activities, providing City residents a lower rate to access the Reserve. The user fees do not replace operational funding but have allowed the Departments of Parks and Recreation and Utilities to make capital improvements that would not otherwise have occurred without impacts to water rates.

With the creation of the Western Virginia Water Authority, customers of Roanoke County's water system will also assume operational costs not funded by user fees. It is appropriate to modify the user fee structure to provide member residents of the Western Virginia Water Authority access to the Reserve through the lower tier rate.

The Honorable Mayor and Members of Council Revisions to User Fees at the Carvins Cove Natural Reserve April 5, 2004 Page 2

#### Recommended Action:

Adopt the Resolution amending the City's Fee Compendium to reflect changes to the Boat Rentals and User Fees at Carvins Cove, as attached, effective April 15, 2004.

Respectfully submitted,

Darlene L. Burcham City Manager

#### Attachments

#### DLB/mtm

c: Jesse A. Hall, Director of Finance
William M. Hackworth, City Attorney
Mary F. Parker, City Clerk
George C. Snead, Jr., Assistant City Manager for Operations
Michael McEvoy, Director of Utilities

CM04-00062

#### **BOAT RENTALS AND FEES AT CARVINS COVE**

ASSESSING DEPARTMENT: Utilities Department

COLLECTION DEPARTMENT: Utilities Department

**DESCRIPTION:** Fees charged at Carvins Cove for boat

rentals and other.

**SERVICE CHARGE:** 

Boat Launch Fees: Annual Permits

w/o motor ----- \$75 10 HP or less motor ---- \$90 Greater than 10 HP motor -- \$100

Daily Permits

w/o motor ----- \$5 10 HP or less motor ---- \$9 Greater than 10 HP motor --- \$12

**Boat Rental:** 

14' Boats \$ 4.00 per hour

\$ 8.00 (1/2 day - 5 hours

maximum)

\$14.00 per day

12' Boats \$ 3.00 per day

\$ 7.00 (1/2 day - 5 hours

maximum) \$13.00 per day

**Inspection Fees for Privately Owned Motors:** 

Electric \$ 1.00 Gasoline \$ 2.00

User Fees for all Uses of the Facility with the Exception of Boating noted above:

#### **Annual Permits Per Person:**

\$30.00 (Residents outside the geographic boundary of members of the Western Virginia Water Authority)

\$15.00 (Residents within the geographic boundary of members of the Western Virginia Water Authority)

### **Daily Permits Per Person:**

\$2.00 (Residents outside the geographic boundary of members of the Western Virginia Water Authority)

\$1.00 (Residents within the geographic boundary of members of the Western Virginia Water Authority)

**LEGAL AUTHORIZATION:** 

Amended Resolution No. 35866-0512302,

May 13, 2002,

Resolution No. 31233, November 2, 1992, Resolution No. 31940, March 28, 1994



## IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION amending certain fees and charges in connection with use of Carvins Cove

Natural Reserve, amending the Fee Compendium; and providing for an effective date.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. Boat rentals and fees and other uses fees charged at Carvins Cove Natural Reserve shall be as follows:

|                     | BOAT LAUNCH FEE   | ES .                               |  |  |  |  |
|---------------------|-------------------|------------------------------------|--|--|--|--|
|                     | ANNUAL PERMITS    | <u> </u>                           |  |  |  |  |
| Boat without a mo   | tor               | \$75.00                            |  |  |  |  |
| Boat with less than | 10 HP motor       | \$90.00                            |  |  |  |  |
| Boat with greater t | than 10 HP motor  | \$100.00                           |  |  |  |  |
|                     | DAILY PERMITS     |                                    |  |  |  |  |
| Boat without a mo   | tor               | \$5.00                             |  |  |  |  |
| Boat with less than | 10 HP motor       | \$9.00                             |  |  |  |  |
| Boat with greater t | than 10 HP motor  | \$12.00                            |  |  |  |  |
|                     | BOAT RENTAL       |                                    |  |  |  |  |
| 14' Boats           | \$4.00 per hour   |                                    |  |  |  |  |
|                     | \$8.00 (1/2 day   | - 5 hours maximum)                 |  |  |  |  |
|                     | \$14.00 per day   |                                    |  |  |  |  |
| 12' Boats           | \$3.00 per day    |                                    |  |  |  |  |
|                     | \$7.00 (1/2 day – | \$7.00 (1/2 day – 5 hours maximum) |  |  |  |  |
|                     | \$13.00 per day   |                                    |  |  |  |  |
| INSPECTION F        | EES FOR PRIVATELY | OWNED MOTORS                       |  |  |  |  |
| Electric            |                   | \$1.00                             |  |  |  |  |
| Gasoline            |                   | \$2.00                             |  |  |  |  |

# USER FEES FOR ALL USES OF THE FACILITY WITH THE EXCEPTION OF BOATING AS NOTED ABOVE

| THE EXCEPTION OF BOATING AS NOT  | ED ABOVE       |
|--|----------------|
|  |                |
| Annual Permits Per Person  |                |
| Residents outside the geographic boundary of members of the Western Virginia Water Authority | \$30.00        |
| Residents within the geographic boundary of members of the Western Virginia Water Authority  | \$15.00        |
| <u>Dailey Permits Per Person</u>   |                |
| Residents outside the geographic boundary of members of the Western Virginia Water Authority | \$2.00 per day |
| Residents within the geographic boundary of members of the Western Virginia Water Authority  | \$1.00 per day |

- 2. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the new or amended user fees and charges at Carvins Cove Natural Reserve as set forth herein.
- 3. The fees and charges established by this Resolution shall become effective April 15, 2004, and remain in effect until amended by Council or by the Western Virginia Water Authority after it assumes control of Carvins Cove Natural Reserve.

ATTEST:

City Clerk.



# CITY OF ROANOKE OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building 215 Church Avenue, S.W., Room 364 Roanoke, Virginia 24011-1591 Telephone: (540) 853-2333 Fax: (540) 853-1138 CityWeb: www.roanokegov.com

April 5, 2004

Honorable Ralph K. Smith, Mayor Honorable C. Nelson Harris, Vice Mayor Honorable William D. Bestpitch, Council Member Honorable M. Rupert Cutler, Council Member Honorable Alfred T. Dowe, Jr., Council Member Honorable Beverly T. Fitzpatrick, Jr., Council Member Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject:

Amendment No. 2 To

Asbestos and Lead Abatement

**Services Contract** 

In an effort to streamline the procurement of asbestos and lead abatement services for various city departments, a one year Asbestos and Lead Abatement Services contract was executed between the city and Waco, Inc. of Christiansburg, VA, dated November 26, 2003, in accordance with the City's advertising and procurement procedures. The total fee for the initial contract was an amount not to exceed \$100,000 based on the expected need at that time for such services.

Due to the number of requests by city departments to have asbestos and/or lead abatement activities performed under this contract, the \$100,000 amount was exceeded. As a result, Amendment No. 1 to the *Asbestos and Lead Abatement Services* contract was administratively executed in February 2004 to increase the contract amount by \$50,000.

The demand for abatement services under the existing contract continues. In order to be able to continue to meet the needs of city departments for upcoming as well as any unanticipated abatement projects, it is requested that Amendment No. 2 to the contract be approved to increase the contract amount by an additional \$75,000.

Council approval is required as the amount of this Amendment No. 2, combined with the prior Amendment No. 1, exceeds \$50,000 in changes from the original contract amount.

Funding for Amendment No. 2 is available through various city operating accounts determined by the department requesting the abatement services.

Mayor Smith and Members of City Council April 5, 2004 Amendment No. 2 to Asbestos and Lead Abatement Services Contract

#### **Recommended Actions:**

Authorize the City Manager to execute an Amendment No. 2 in the amount of \$75,000 with Waco, Inc. for the above-referenced work, to be in a form approved by the City Attorney.

Respectfully submitted,

Darlene L. Burcham City Manager

### DLB:pjt

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Paul J. Truntich Jr., Environmental Administrator

#CM04-0063

7.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE authorizing the City Manager's issuance and execution of Amendment

No. 2 to the City's Contract with Waco, Inc., for asbestos and lead abatement services; and

dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. The City Manager is hereby authorized, for and on behalf of the City, to issue and

execute Amendment No. 2 to the City's Contract with Waco, Inc., for asbestos and lead abatement

services, as more fully set forth in the City Manager's letter to Council dated April 5, 2004.

2. The form of the Amendment shall be approved by the City Attorney.

3. This Amendment No. 2 will provide authorization for an increase in the amount of the

Contract of an additional \$75,000 for asbestos and lead abatement services as set forth in the City

Manager's letter to Council dated April 5, 2004.

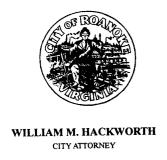
4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this

ordinance by title is hereby dispensed with.

ATTEST:

City Clerk

N:\CALC\Measures\Amd No. 2 WACO asbestos and lead abatement.doc



#### CITY OF ROANOKE

OFFICE OF CITY ATTORNEY **464 MUNICIPAL BUILDING** 215 CHURCH AVENUE, SW ROANOKE, VIRGINIA 24011-1595

> TELEPHONE: 540-853-2431 FAX: 540-853-1221 EMAIL: cityatty@ci.roanoke.va.us

**ELIZABETH K. DILLON** STEVEN J. TALEVI GARY E. TEGENKAMP DAVID L. COLLINS **HEATHER P. FERGUSON** ASSISTANT CITY ATTORNEYS

April 5, 2004

The Honorable Mayor and Members of City Council Roanoke, Virginia

Re: Agreement with CBL & Associates Management, Inc.

Dear Mayor Smith and Member of Council:

The City is planning to sponsor Citizen Appreciation Day at Valley View Mall on April 17, 2004. The new owners of the mall, CBL & Associates Management, Inc., require that the City execute the attached agreement in order to use the mall. This agreement contains a provision, Paragraph N, which requires that the City agree to indemnify and hold harmless CBL, and to defend it, in the event that anyone is injured or anything is damaged during the City's use of the premises. Only City Council can waive the City's sovereign immunity and agree to such a provision. CBL has refused to delete this provision.

I have prepared for your consideration the attached resolution which authorizes waiving the City's sovereign immunity, and authorizing the City Manager to execute this agreement.

With kindest personal regards, I am

Sincerely yours,

William M. Hackworth

City Attorney

WMH:f Attachments

Darlene L. Burcham, City Manager

# CBL & ASSOCIATES PROPERTIES, INC. SPECIAL EVENT AGREEMENT

| This License/Special Event Agreement ("License") is made and entered into as ofApril 17, 2004 by and between Valley View Mall, LLC regional shopping mall in Roanoke, VA], ("Licensor"), andCity of Roanoke (Service Excellence At Work) ("Licensee").   |
|--|
| Licensee desires to temporarily occupy and use a portion of the <b>Valley View Mall in Roanoke, VA</b> (the "Shopping Center") for a specified special event as described herein. Therefore, in consideration of the terms and conditions set forth herein, the parties agree to the following:  |
| A. <u>License Area</u> . Licensor hereby grants to Licensee a non-transferable and revocable license to temporarily occupy and use a portion of the Shopping Center, containing approximately square feet of floor area, as shown on Exhibit "A" annexed hereto ("License Area"). Licensee understands and agrees that this License shall not be deemed to be coupled with an interest.  |
| B. <u>Duration</u> . Licensee shall occupy and use the License Area starting on <u>4/17/04</u> and ending on <u>4/17/04</u> , at the close of business for the Shopping Center ("Expiration Date") unless this License is revoked earlier by Licensor. Licensor shall not be liable to Licensee in damages or otherwise for a delay in the commencement or cessation of the duration of the term of this License. The License Area may be relocated or this License revoked upon twenty-four (24) hours notice to Licensee with no liability to Licensor. Licensor may revoke this License at any time during the term hereof if Licensor determines, in its sole discretion that Licensee or the activities conducted by Licensee in the License Area are in any way harmful or injurious to the Shopping Center or any invitee, customer, tenant or occupant of the Shopping Center. |
| C. <u>Use</u> . The License Area shall be occupied and used by the Licensee solely for the purpose of providing _Citizen Appreciation Day – exhibits from the City of Roanoke  |
| , and for no other purpose whatsoever.   |
| D. <u>Rent</u> . Licensee shall pay Licensor, without notice, demand or setoff, at the property office or such other location as Licensor may specify, by certified check or money order:  |
| Minimum Rent. 0 Dollars (\$) payable as follows:   |
| E. <u>Security Deposit</u> . Licensee shall deposit with Licensor a security deposit as of the date of execution of this License, in the sum of0Dollars (\$)   |

- as a security deposit, which shall be applied towards payments, which may become due and payable throughout the duration of this License.
- F. Condition of License Area/Operation/Removal of Property. Licensee has inspected the License Area and accepts it in "as-is" condition with no representation or warranty by Licensor regarding the condition of the License Area or its suitability for Licensee's use or occupation thereof. Licensor has no obligation to repair the License Area. Licensee shall not violate applicable federal and state laws prohibiting the sale or display of products, which infringe on the trademarks or copyrights of others. Licensee shall at all times during its occupancy of the License Area provide sufficient supervision and maintain adequate control of its employees, guests and invitees. Licensee will at all times keep the License Area and the area surrounding the License Area clean. Licensee shall not make alterations or additions to the License Area, nor permit the making of holes in any surface in the License Area, nor shall Licensee affix any advertising or promotional signs or material to any surface in any manner On the Expiration Date or earlier without the prior consent of Licensor. revocation by Licensor, Licensee shall remove its goods and effects, repair any damage caused by such removal or caused by Licensee's activities on the License Area, and peaceably yield up the License Area clean and in good order, repair, and condition and if Licensee shall fail to do so, Licensor shall have the right to make such removal or repair at Licensee's expense. Personal property of Licensee not removed on or before the Expiration Date or earlier revocation shall become the property of Licensor, at Licensor's option, without liability to Licensee therefore.
- G. Holding Over and Surrender of the License Area/Risk of Loss. If Licensee fails to surrender the License Area to Licensor upon the Expiration Date or earlier revocation by Licensor, Licensor shall be entitled to immediate possession of the License Area. Licensee agrees that nothing herein contained shall be construed as authorizing or permitting any such hold over by Licensee. The risk of or damage to any materials, equipment, or any other personal property of Licensee used within the Shopping Center or in the performance of its obligation under this License shall remain solely with Licensee.
- H. <u>Access to License Area</u>. Licensor shall have access to the License Area at any and all times.
- I. Operating Requirements. The use of megaphones, audio equipment, flashing lights or any other appliances or apparatus which might tend to annoy the public or other merchants in the Shopping Center is strictly prohibited. Licensee shall observe all Operating Rules for the Shopping Center and Licensee's continued occupancy therein shall be subject to the rules and Licensor may promulgate regulations in the future.

- J. <u>Permits</u>. If there are any licenses, authorizations, or permits required by any governmental agency or authority for the type of activity to be carried on at or for the use or occupancy of the License Area, Licensee shall be responsible for obtaining such. No unlawful activities shall be permitted in the use of the License Area. The consumption or sale of alcoholic beverages on or from the License Area shall not be permitted.
- K. <u>Taxes and Fees</u>. Any and all taxes, fees and assessments which may be levied or assessed on the assets, business or capital of Licensee, by any duly constituted government authority, and any taxes, fees for use, copyright of license fees associated with the use of any music, design or other artistic medium used in connection with the activities thereof, shall be borne by Licensee.
- L. <u>Employee's Benefits</u>. Licensee agrees to assume exclusive liability for the payment of any sums imposed by government authorities relating to workers compensation insurance or the Social Security of employees or other persons who perform work or service for Licensee in the performance of its obligations hereunder.
- M. Insurance. Licensee shall, at its sole cost and expense, procure and continue in force, during the term of this License, commercial general liability insurance, including contractual liability and property damage relating to the License Area covering any and all claims for injuries to persons or upon the License Area. Such insurance shall have a minimum limit coverage in an amount of not less than One Million Dollars (\$1,000,000.00) on account of bodily injury to or death of one person, One Million Dollars (\$1,000,000.00) on account of bodily injury to or death of more than one person, resulting from any one accident or disaster, and One Million Dollars (\$1,000,000.00) property damage. Licensee shall also carry Workers Compensation Insurance in the statutory amount. Any insurance policies required hereunder shall name Licensor, and any designees of Licensor, as an additional insured, and Licensee shall furnish evidence of such insurance coverage prior to occupancy of the License Area.
- N. <a href="Indemnification">Indemnification</a>. Commencing on the date hereof, Licensee shall indemnify and hold Licensor, its officers, agents, employees, parents, subsidiaries and affiliates and any occupant of space in the Shopping Center harmless from and against all claims, actions, liens, demands, expenses and judgments for loss, damage, or injury to property or persons resulting or occurring by reason of the construction, installation, removal, use, or occupancy of the License Area by Licensee and Licensee's access to or use of the Shopping Center, including all costs, expenses and attorney's fees. If Licensor or any such persons are made a party to any litigation commenced by or against Licensee, Licensee agrees to protect, defend and hold Licensor and/or any such persons harmless therefrom and to pay all costs and reasonable attorney fees incurred or paid by Licensor or any such persons in connection with such litigation.

- O. <u>Damage/Hazardous Material</u>. This License shall be revoked automatically if any portion of the License Area is damaged by fire or other peril, regardless of the cause. Licensee shall have no recourse against Licensor as a result of damage due to fire or any other peril. Licensee shall not cause or permit any hazardous material to be brought upon, stored, kept or discharged on or about the License Area or the Shopping Center.
- P. Default. If (a) Licensee fails to perform any of the terms, conditions or covenants of this License; or (b) in the event there shall be filed by or against Licensee in any court pursuant to any statute, either of the United States or any State, a petition in bankruptcy; or (c) Licensee fails to pay, when due, any payment of minimum rent, percentage rent, or any other charges, or (d) Licensee abandons or vacates the License Area prior to the Expiration Date, or (e) in the event of any other default by Licensee; then in any such event Licensee's rights hereunder shall cease and, Licensor may at its option (1) have the right to immediately revoke this License, and upon demand Licensee agrees to surrender possession of the License Area to Licensor; (2) make demand for immediate payment of all current and future rent and any other monetary obligations due hereunder: (3) reenter the License Area and remove all persons and/or any property therefore, by any suitable action or proceeding at law. Licensee hereby expressly waives notice of default, notice to guit and all other notices that may be required by law. All rights and remedies of Licensor herein or at law and in equity are cumulative. If Licensor, at its sole discretion, determines it is necessary to engage attorneys to enforce Licensor's rights hereunder, Licensee will reimburse Licensor for reasonable attorney's fees and court costs.
- Q. <u>Assignment and Subletting/Non-Waiver</u>. Licensee shall not sell, assign, mortgage, pledge or transfer this License or any interest therein, nor sublet all or any part of the License Area, nor license concessions or departments therein, without Licensor's prior written approval, which may be withheld in Licensor's sole and absolute discretion. The failure of Licensor to insist upon performance of any of the terms, conditions, and covenants hereof shall not be deemed to be a waiver of any rights or remedies that Licensor may have and shall not be deemed a waiver of any subsequent breach or default in the terms, conditions, and covenants herein contained.
- R. <u>Notices</u>. All notices, demand or other written writing in this License provided to be given, made or sent by either party to the other, shall be deemed to have been fully given, made or sent when made in writing and deposited in the United States mail, postage prepaid and addressed as follows:

| To Licensor:          | To Licensee: |
|-----------------------|--------------|
| Valley View Mall, LLC |              |

SERVICE EXCEPTENCE AT WOCK 4802 Valley View Blvd. Roanoke, VA 24012 \$10,853.252 - LINDALEEDY (540) 563-4440 (540) 366-8742 Fax S. Entire and Binding Agreement/Severability/Exculpation. This License contains all of the covenants, promises, agreements, conditions and understandings between Licensor and Licensee and it may not be modified in any manner other than by agreement, in writing, signed by both Licensor and Licensee or their successors in interest. The terms, covenants, and conditions contained herein shall inure to the benefit of and be binding upon Licensor and Licensee and their respective successors and assigns. There are no other. either oral or written, between them other than those set forth in this License. If any term or provision, or any portion of any term or provision of this License or the application thereof to any person or circumstances, shall, to any extent, be invalid or unenforceable, the remainder of this License and the remaining portions of such term or provision, and the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this License shall be valid and enforceable to the fullest extent permitted by law. Notwithstanding any provision to the contrary herein, Licensee agrees that in no event shall Licensor, its agents, partners, officers, directors, shareholders and/or employees be personally liable for any breach, default or other provision of this License and that Licensee shall look solely to the assets of the Shopping Center in any such matter. IN WITNESS WHEREOF, the parties have executed this License on the day and year first above written. LICENSEE: LICENSOR: Valley View Mall, LLC **CBL & Associates Management,** By: Inc., its managing agent Bv: Bv:

Cay Atternas

Title:

Name:

Name:\_\_\_\_\_

Title:

## Parties to be listed as additionally insured on certificate of Insurance:

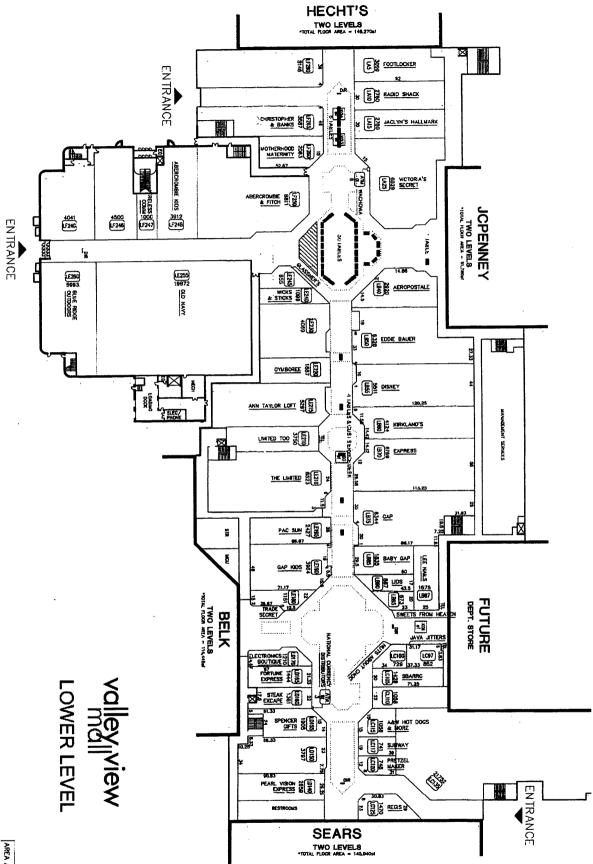
Valley View Mall, LLC

CBL & Associates Properties, Inc

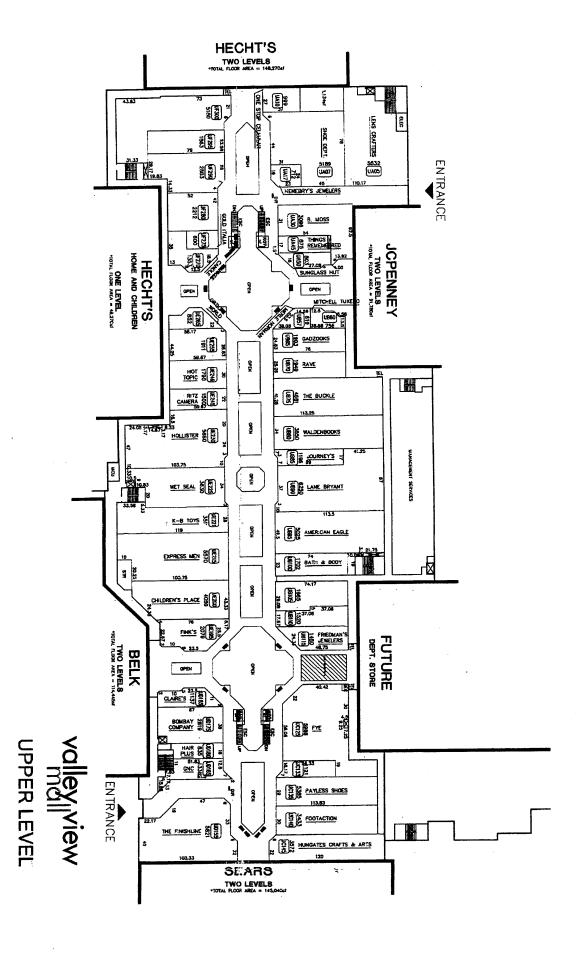
CBL & Associates Management, Inc.

**CBL & Associates Limited Partnership** 

CBL Holdings I, Inc.



AREA ANALYSIS:



AREA ANALYSIS: SEARS Privis

### IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION authorizing the waiver of the City's sovereign immunity in connection with the City's use of Valley View Mall for Citizen Appreciation Day, and authorizing execution of an agreement with Valley View Mall, LLC, through its agent, CBL Associates Management, Inc., in connection with such use of Valley View Mall.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

- 1. This Council hereby waives its sovereign immunity with regard to the City's use of Valley View Mall on April 17, 2004, in connection with its Citizen Appreciation Day activities.
- 2. The City Manager is hereby authorized to execute for and on behalf of the City, upon form approved by the City Attorney, an Agreement, a copy of which is attached to the City Attorney's letter to Council of April 5, 2004, relating to the City's use of Valley View Mall, on April 17, 2004, for its Citizen Appreciation Day activities.

### **ATTEST:**

City Clerk.



JESSE A. HALL
Director of Finance
email: jesse hall@ci.roanoke.va.us

CITY OF ROANOKE DEPARTMENT OF FINANCE

215 Church Avenue, S.W., Room 461 P.O. Box 1220 Roanoke, Virginia 24006-1220 Telephone: (540) 853-2821 Fax: (540) 853-6142

ANN H. SHAWVER

Deputy Director email: ann\_shawver@ci.roanoke.va.us

April 5, 2004

The Honorable Ralph K. Smith, Mayor
The Honorable C. Nelson Harris, Vice Mayor
The Honorable William D. Bestpitch, Council Member
The Honorable M. Rupert Cutler, Council Member
The Honorable Alfred T. Dowe, Jr., Council Member
The Honorable Beverly T. Fitzpatrick, Jr., Council Member
The Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

SUBJECT: February Financial Report

This financial report covers the first eight months of the 2003-2004 fiscal year. The following narrative discusses revenues and expenditures.

### **REVENUES**

Adjusted for the change in reporting of recovered costs, General Fund revenues increased 7.8% compared to FY03. Effective with the 2003-2004 fiscal year, recovered costs are being reported as revenues rather than as reductions of department expenditures as in prior years. This change in reporting has the impact of increasing both revenues and expenditures as compared to the prior year. Through February, approximately \$2.4 million in recovered costs had been received and was included in the Charges for Services revenue category. Other significant variances in specific categories of revenues are discussed in the following paragraphs.

General Property Taxes increased 14.8% or \$4,106,673 compared to FY03. Much of this increase is due to the timing of receipt of real estate tax payments from escrow companies. Overall, real estate taxes are budgeted to increase 7.0% this fiscal year. Personal property tax revenues have declined in FY04 as a result of more refunds in the current year than in the prior year. The majority of this tax is collected near its May 31<sup>st</sup> due date. Increases in penalties and interest revenues and a one-time tax judgment collection contributed an additional \$43,000 in current year revenues.

The Local Tax category is a primary indicator of the health of our local economy. The category increased 3.9% as compared to last year. Sales tax revenues led this growth with an increase of 4.9% when adjusted for several one-time collections totaling approximately \$300,000 which resulted from a sales tax audit conducted during the current year which revealed underpayment of prior years' sales taxes. The growth in the sales tax results from continued recovery in our economy. Other local taxes with positive performance through February included the transient room and prepared food and beverage taxes which grew by 6% and 5%, respectively. Additionally, cellular telephone tax increased 7.2%, mainly due to a \$51,000 one-time collection stemming from a cellular telephone tax audit.

Permits and Fees grew by 16.3% or \$92,966 over FY03 due to growth in building, plumbing, and heating inspection fees. This growth was generated as a result of new construction and continued expansions to existing companies.

Grants-in-Aid Commonwealth increased approximately 3.0% since last year. Although overall decreases have occurred in the state share of personal property tax, funding of the constitutional offices, reimbursements for comprehensive services act expenditures and the jail block grant, a timing difference in the receipt of payments from the Commonwealth has resulted in current month growth. No overall growth is anticipated in the Grants-in-Aid Commonwealth category which has a current revenue estimate that is .8% lower than the FY03 revenue estimate.

Honorable Mayor and Members of Council April 5, 2004 Page 2

Charges for Services have increased due to the aforementioned change in accounting for recovered costs as revenue in FY04. Recovered costs are slightly above the estimate on a year to date basis. Additionally, EMS revenues have increased approximately \$300,000 in the current year in accordance with federally-permitted fees.

Miscellaneous Revenues grew by \$106,322 over FY03 due in part to the collection of surplus proceeds from prior year tax sales which have not been claimed by property owners. Sale proceeds in excess of lien amounts are retained by the City following a certain waiting period.

### EXPENDITURES AND ENCUMBRANCES

Certain items affect all categories of the City in the 2003-2004 fiscal year. First, the City granted a pay raise to active employees effective July 1, 2003, which averaged 2.85% City-wide. Secondly, the City's purchasing division created an initiative to assure that contractual commitments such as rents are encumbered via purchase order for the annual amount. This resulted in higher obligations in the current fiscal year compared to the prior fiscal year, but it represents a more realistic assessment of departmental obligations. Also, the changes to recording of recovered costs, discussed previously, results in affected departmental obligations being greater than the prior year since the recovered costs are no longer deducted from obligations.

General fund expenditures and encumbrances have increased 8.2%. Adjusted for the change in recovered costs, this increase is 6.4%. Significant variances caused by fluctuations other than the change in accounting for recovered costs are discussed below.

Public Safety expenditures increased 14.2% partially due to timing differences in the encumbrance of contractual payments in Police, Emergency Medical Services, and Jail. Personal service costs also increased in the labor-intensive Police and Fire departments.

Health and Welfare expenditures grew by 9.9% due to increases in the cost of daycare services and ADC-foster care. Increased special needs adoption subsidies also affected Social Services expenditures. Additionally, subsidies obligated to the Health Department, Total Action Against Poverty, and Blue Ridge Behavioral Healthcare were up a combined \$538,500 over FY03 due to timing differences in encumbrance of contractual payments as mentioned above.

Parks, Recreation and Cultural expenditures increased in part due to a \$159,000 increase in Department of Technology billings generated by a significant increase in the number of computers owned by the libraries over the prior fiscal year. These computers were purchased in order to reduce citizens' waiting time for use of public computers.

Community Development expenditures and obligations grew over FY03 due to a budgeted increase in donations to various local organizations funded by the City. Contributing to the budgeted increase was a one-time expenditure for Mill Mountain Zoo water line improvements, support for the City's branding initiative, and provision for payment to Event Zone in support of major City events.

As a result of debt service savings from the Series 2003 refunding issue, Transfer to Debt Service decreased in the current fiscal year. Additionally, the payments required on the 1999A and 2002 Series issues are lower in the current year than in FY03.

The Transfer to School Capital Projects Fund stemmed from an appropriation of fund balances relative to CMERP for a reserve for future school construction and renovation costs. There was no similar transfer in FY03.

Nondepartmental expenditures and obligations increased due to a transfer of \$2,845,800 to the Parking Fund to redeem the lease of the Century Station parking garage with the Housing Authority.

I would be pleased to answer questions City Council may have regarding the monthly financial statements.

Director of Finance

JAH/DLH Attachments

# CITY OF ROANOKE, VIRGINIA GENERAL FUND

### STATEMENT OF REVENUE

|  | Year to Date for the Period |                            |    | Current Fisca               | l Year                  |                                 |   |
|--|-----------------------------|----------------------------|----|-----------------------------|-------------------------|---------------------------------|---|
| Revenue Source                         |                             | ly 1 - Feb 28<br>2002-2003 | Jı | ıly 1 - Feb 29<br>2003-2004 | Percentage<br>of Change | Revised<br>Revenue<br>Estimates | Percent of<br>Revenue<br>Estimate<br>Received |
| General Property Taxes                 | \$                          | 27,698,230                 | \$ | 31,804,903                  | 14.83 %                 | \$<br>83,500,217                | 38.09%  |
| Other Local Taxes                      |                             | 32,186,725                 |    | 33,451,920                  | 3.93 %                  | 60,866,657                      | 54.96%  |
| Permits, Fees and Licenses             |                             | 571,143                    |    | 664,109                     | 16.28 %                 | 907,302                         | 73.20%  |
| Fines and Forfeitures                  |                             | 853,014                    |    | 894,266                     | 4.84 %                  | 1,296,130                       | 69.00%  |
| Revenue from Use of Money and Property |                             | 662,268                    |    | 643,898                     | <i>-</i> 2.77 %         | 1,093,091                       | 58.91%  |
| Grants-in-Aid Commonwealth             |                             | 23,851,113                 |    | 24,569,814                  | 3.01 %                  | 45,940,204                      | 53.48%  |
| Grants-in-Aid Federal Government       |                             | 17,179                     |    | 113,552                     | 100.00 %                | 147,852                         | 76.80%  |
| Charges for Services                   |                             | 2,793,771                  |    | 5,782,685                   | 106.98 %                | 8,549,314                       | 67.64%  |
| Miscellaneous Revenue                  |                             | 107,153                    |    | 213,475                     | 99.22 %                 | 420,474                         | 50.77%  |
| Internal Services                      |                             | 1,337,403                  |    | 1,393,791                   | 4.22 %                  | 2,529,153                       | 55.11%  |
| Total                                  | \$                          | 90,077,999                 | \$ | 99,532,413                  | 10.50 %                 | \$<br>205,250,394               | 48.49%  |

### STATEMENT OF EXPENDITURES AND ENCUMBRANCES

|                            | Year to Date for the Period |                          |                              | Cu                      |    |                        |    |                      |                                   |
|----------------------------|-----------------------------|--------------------------|------------------------------|-------------------------|----|------------------------|----|----------------------|-----------------------------------|
| Expenditures               | -                           | / 1 - Feb 28<br>002-2003 | July 1 - Feb 29<br>2003-2004 | Percentage<br>of Change | Ur | nencumbered<br>Balance | Ap | Revised propriations | Percent of<br>Budget<br>Obligated |
| General Government         | \$                          | 7,635,769                | 7,736,445                    | 1.32 %                  | \$ | 4,175,737              | \$ | 11,912,182           | 64.95%                            |
| Judicial Administration    |                             | 4,043,632                | 4,067,337                    | 0.59 %                  |    | 2,502,271              |    | 6,569,608            | 61.91%                            |
| Public Safety              |                             | 30,447,412               | 34,773,348                   | 14.21 %                 |    | 15,382,040             |    | 50,155,388           | 69.33%                            |
| Public Works               |                             | 16,291,064               | 17,638,010                   | 8.27 %                  |    | 7,632,068              |    | 25,270,078           | 69.80%                            |
| Health and Welfare         |                             | 17,185,076               | 18,892,576                   | 9.94 %                  |    | 9,678,824              |    | 28,571,400           | 66.12%                            |
| Parks, Recreation and      |                             |                          |                              |                         |    |                        |    |                      |                                   |
| Cultural                   |                             | 3,119,526                | 3,694,519                    | 18.43 %                 |    | 1,790,357              |    | 5,484,876            | 67.36%                            |
| Community Development      |                             | 3,566,147                | 4,196,773                    | 17.68 %                 |    | 2,053,303              |    | 6,250,076            | 67.15%                            |
| Transfer to Debt Service   |                             |                          |                              |                         |    |                        |    |                      |                                   |
| Fund                       |                             | 15,149,128               | 13,248,243                   | -12.55 %                |    | 1,744,954              |    | 14,993,197           | 88.36%                            |
| Transfer to School Fund    |                             | 31,836,308               | 32,592,964                   | 2.38 %                  |    | 16,296,482             |    | 48,889,446           | 66.67%                            |
| Transfer to School Capital |                             |                          |                              |                         |    |                        |    |                      |                                   |
| Projects Fund              |                             | -                        | 1,025,630                    | 100.00 %                |    | <u>-</u>               |    | 1,025,630            | 100.00%                           |
| Nondepartmental            |                             | 5,815,887                | 8,279,575                    | 42.36 %                 |    | 3,698,836              |    | 11,978,411           | 69.12%                            |
| Total                      | \$ 1                        | 35,089,949               | 146,145,420                  | 8.18 %                  | \$ | 64,954,872             | \$ | 211,100,292          | 69.23%                            |

# CITY OF ROANOKE, VIRGINIA WATER FUND

### COMPARATIVE INCOME STATEMENT FOR THE EIGHT MONTHS ENDING FEBRUARY 29, 2004

|   | FY 2004      | FY 2003        |
|---|--------------|----------------|
| Operating Revenues                        |              |                |
| Commercial Sales                          | \$ 3,305,998 | \$ 2,853,720   |
| Domestic Sales                            | 2,583,491    | 2,253,322      |
| Industrial Sales                          | 507,991      | 388,346        |
| Town of Vinton                            | 29,056       | 17,941         |
| City of Salem                             | 34,453       | 23,002         |
| County of Botetourt                       | 176,246      | 153,037        |
| County of Bedford                         | 27,898       | 19,633         |
| Customer Services                         | 325,077      | 214,688        |
| Charges for Services                      | 740,670      | 787,053        |
| Total Operating Revenues                  | 7,730,880    | 6,710,742      |
| Operating Expenses                        |              |                |
| Personal Services                         | 3,000,090    | 2,888,576      |
| Operating Expenses                        | 2,385,449    | 2,540,832      |
| Purchased Water - Roanoke County          | -            | 1,907,359      |
| Purchased Water - City of Salem           | -            | 589,419        |
| Depreciation                              | 1,048,205    | 1,108,380      |
| Total Operating Expenses                  | 6,433,744    | 9,034,566      |
| Operating Revenues (Expenses)             | 1,297,136    | (2,323,824)    |
| Nonoperating Revenues (Expenses)          |              |                |
| Interest on Investments                   | 45,068       | 64,456         |
| Rent                                      | 112,065      | 76,000         |
| Main Extension Agreements                 | 104,490      | -              |
| Miscellaneous Revenue                     | 37,884       | 37,432         |
| Transfer to Department of Technology Fund | (191,000)    | (41,146)       |
| Interest and Fiscal Charges               | (752,768)    | (681,072)      |
| Net Nonoperating Expenses                 | (644,261)    | (544,330)      |
| Net Income (Loss)                         | \$ 652,875   | \$ (2,868,154) |

Note: Prior year financial statements have been restated to conform to current year presentation.

# CITY OF ROANOKE, VIRGINIA WATER POLLUTION CONTROL FUND COMPARATIVE INCOME STATEMENT FOR THE EIGHT MONTHS ENDING FEBRUARY 29, 2004

|   | FY 2004      | FY 2003      |
|---|--------------|--------------|
| Operating Revenues                          |              |              |
| Sewage Charges - City                       | \$ 4,653,334 | \$ 3,959,254 |
| Sewage Charges - Roanoke County             | 752,709      | 793,494      |
| Sewage Charges - Vinton                     | 130,921      | 157,364      |
| Sewage Charges - Salem                      | 705,915      | 667,351      |
| Sewage Charges - Botetourt County           | 110,990      | 126,048      |
| Customer Services                           | 315,633      | 210,710      |
| Interfund Services                          | 132,664      | 113,766      |
| Total Operating Revenues                    | 6,802,166    | 6,027,987    |
| Operating Expenses                          |              |              |
| Personal Services                           | 1,575,153    | 1,411,916    |
| Operating Expenses                          | 3,644,461    | 3,305,902    |
| Depreciation                                | 1,247,383    | 1,247,222    |
| Total Operating Expenses                    | 6,466,997    | 5,965,040    |
| Operating Revenues                          | 335,169      | 62,947       |
| Nonoperating Revenues (Expenses)            |              |              |
| Interest on Investments                     | 77,410       | 99,215       |
| Miscellaneous Revenue                       | 157          | 320          |
| Capital Contributions - Other Jurisdictions | 1,966,785    | 97,832       |
| Transfer to Department of Technology Fund   | (190,000)    | (27,248)     |
| Interest and Fiscal Charges                 | (176,020)    | (495,926)    |
| Net Nonoperating Revenues (Expenses)        | 1,678,332    | (325,807)    |
| Net Income (Loss)                           | \$ 2,013,501 | \$ (262,860) |

# CITY OF ROANOKE, VIRGINIA CIVIC FACILITIES FUND COMPARATIVE INCOME STATEMENT FOR THE EIGHT MONTHS ENDING FEBRUARY 29, 2004

|  | FY 2004             | FY 2003        |
|--|---------------------|----------------|
| Operating Revenues                           |                     |                |
| Rentals                                      | \$ 310,261          | \$ 99,861      |
| Event Expenses                               | 89,439              | 44,186         |
| Display Advertising                          | 77,983              | 6,000          |
| Admissions Tax                               | 138,579             | 100,176        |
| Electrical Fees                              | 5,715               | 5,760          |
| Novelty Fees                                 | 30,139              | 46,277         |
| Facility Surcharge                           | 143,980             | 45,760         |
| Charge Card Fees                             | 37,675              | 2,669          |
| Commissions                                  | 147,335             | 52,352         |
| Catering/Concessions                         | 561,111             | 466,308        |
| Other  | 7,509               | 3,094          |
| Total Operating Revenues                     | 1,549,726           | 872,443        |
| Operating Expenses                           |                     |                |
| Personal Services                            | 1,303,353           | 1,271,528      |
| Operating Expenses                           | 1,391,746           | 1,410,234      |
| Depreciation .                               | 352,664             | 405,158        |
| Total Operating Expenses                     | 3,047,763           | 3,086,920      |
| Operating Expenses                           | (1,498,037)         | (2,214,477)    |
| Nonoperating Revenues (Expenses)             |                     |                |
| Interest on Investments                      | 11,811              | 18,533         |
| Flood Damage Reimbursements                  | 23,453              | -              |
| Virginia Municipal League                    | 11,865              | -              |
| Transfer from General Fund                   | 477,565             | 624,565        |
| Transfer from General Fund - Victory Stadium | 113,727             | 102,278        |
| Transfer from Capital Projects Fund          | 260,000             | -              |
| Transfer to Debt Service Fund                | (43,784)            | (50,546)       |
| Transfer to Department of Technology Fund    | -                   | (47,754)       |
| Loss on Disposal of Fixed Asset              | -                   | (12,815)       |
| Miscellaneous                                | 2,087               | 8,161          |
| Total Nonoperating Revenues                  | 856,724             | 642,422        |
| Net Loss                                     | <b>\$</b> (641,313) | \$ (1,572,055) |

# CITY OF ROANOKE, VIRGINIA PARKING FUND

# COMPARATIVE INCOME STATEMENT FOR THE EIGHT MONTHS ENDING FEBRUARY 29, 2004

|   | FY 2004      | FY 2003    |
|---|--------------|------------|
| Operating Revenues                          |              |            |
| Century Station Parking Garage              | \$ 271,242   | \$ 251,118 |
| Williamson Road Parking Garage              | 338,182      | 297,068    |
| Market Square Parking Garage                | 151,115      | 152,885    |
| Church Avenue Parking Garage                | 376,938      | 319,235    |
| Tower Parking Garage                        | 292,330      | 265,501    |
| Gainsboro Parking Garage                    | 59,250       | 25,129     |
| Williamson Road Surface Lots                | 50,642       | 50,356     |
| Norfolk Avenue Surface Lot                  | 38,831       | 37,662     |
| Gainsboro Surface Lot                       | 28,049       | 22,257     |
| Other Surface Lots                          | 93,145       | 43,300     |
| Total Operating Revenues                    | 1,699,724    | 1,464,511  |
| Operating Expenses                          |              |            |
| Operating Expenses                          | 733,106      | 707,934    |
| Depreciation                                | 369,582      | 368,352    |
| Total Operating Expenses                    | 1,102,688    | 1,076,286  |
| Operating Revenues                          | 597,036      | 388,225    |
| Nonoperating Revenues (Expenses)            |              |            |
| Interest on Investments                     | 12,328       | 7,778      |
| Transfer from General Fund (see Note)       | 2,845,800    | 118,518    |
| Transfer from Department of Technology Fund | 78,000       | -          |
| Interest and Fiscal Charges                 | (246,737)    | (391,874)  |
| Net Nonoperating Revenues (Expenses)        | 2,689,391    | (265,578)  |
| Net Income                                  | \$ 3,286,427 | \$ 122,647 |

Note: The Transfer from General Fund for FY 2004 was to redeem the Century Station Garage lease.

# CITY OF ROANOKE, VIRGINIA CITY TREASURER'S OFFICE GENERAL STATEMENT OF ACCOUNTABILITY FOR THE MONTH ENDED FEBRUARY 29, 2004

### TO THE DIRECTOR OF FINANCE:

GENERAL STATEMENT OF ACCOUNTABILITY OF THE CITY TREASURER OF THE CITY OF ROANOKE, VIRGINIA FOR THE FUNDS OF SAID CITY FOR THE MONTH ENDED FEBRUARY 29, 2004.

|                            | BALANCE AT        |                 |                 | BALANCE AT        | BALANCE AT        |
|----------------------------|-------------------|-----------------|-----------------|-------------------|-------------------|
| FUND                       | JAN 31, 2004      | RECEIPTS        | DISBURSEMENTS   | FEB 29, 2004      | FEB 28, 2003      |
| GENERAL                    | (\$19,977,131.20) | \$17,678,635.99 | \$17,054,645.18 | (\$19,353,140.39) | (\$17,326,829.62) |
| WATER                      | 3,961,280.72      | 610,009.19      | 266,314.02      | 4,304,975.89      | 3,708,900.23      |
| WATER POLLUTION CONTROL    | 26,337,137.13     | 1,953,052.49    | 1,906,006.69    | 26,384,182.93     | 8,261,118.03      |
| CIVIC FACILITIES           | 1,571,196.40      | 400,236.54      | 600,854.87      | 1,370,578.07      | 1,062,624.24      |
| PARKING                    | 661,673.81        | 212,015.28      | 25,105.50       | 848,583.59        | 345,964.69        |
| CAPITAL PROJECTS           | 49,634,945.31     | 48,135.73       | 1,476,068.03    | 48,207,013.01     | 56,202,753.44     |
| MARKET BUILDING OPERATIONS | 188,563.37        | 26,271.57       | 32,797.60       | 182,037.34        | 340,511.82        |
| CONFERENCE CENTER          | 4,080,569.32      | 1,768.27        | 335,694.61      | 3,746,642.98      | 3,871,789.21      |
| DEBT SERVICE               | 11,584,902.30     | 3,288,948.46    | 555,882.50      | 14,317,968.26     | 14,523,336.14     |
| DEPT OF TECHNOLOGY         | 4,416,340.50      | 211,184.93      | 265,776.43      | 4,361,749.00      | 5,354,120.75      |
| FLEET MANAGEMENT           | 786,112.05        | 181,756.97      | 124,782.02      | 843,087.00        | 1,284,559.95      |
| PAYROLL                    | (12,509,259.35)   | 15,277,272.58   | 15,207,205.46   | (12,439,192.23)   | (11,861,467.81)   |
| RISK MANAGEMENT            | 12,185,822.34     | 822,517.94      | 793,728.45      | 12,214,611.83     | 11,574,529.20     |
| PENSION                    | 997,711.92        | 1,398,805.11    | 1,565,038.95    | 831,478.08        | 548,138.53        |
| SCHOOL FUND                | 7,177,204.62      | 5,864,094.19    | 7,366,101.92    | 5,675,196.89      | 9,768,947.06      |
| SCHOOL CAPITAL PROJECTS    | 7,372,591.66      | 606,779.84      | 1,140,907.12    | 6,838,464.38      | 9,361,061.80      |
| SCHOOL FOOD SERVICE        | 421,939.41        | 419,047.63      | 400,909.74      | 440,077.30        | 171,675.19        |
| FDETC                      | 112,701.37        | 80.29           | 65,804.48       | 46,977.18         | 88,518.96         |
| GRANT                      | 1,115,935.44      | 338,229.07      | 558,053.08      | 896,111.43        | 1,508,632.10      |
| TOTAL                      | \$100,120,237.12  | \$49,338,842.07 | \$49,741,676.65 | \$99,717,402.54   | \$98,788,883.91   |

#### CERTIFICATE

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE STATEMENT OF MY ACCOUNTABILITY TO THE CITY OF ROANOKE, VIRGINIA, FOR THE FUNDS OF THE VARIOUS ACCOUNTS THEREOF FOR THE MONTH ENDED FEBRUARY 29, 2004. THAT SAID FOREGOING:

| CASH IN HAND                                     | \$7,645.27      |
|--|-----------------|
| CASH IN BANK                                     | 1,594,283.33    |
| INVESTMENTS ACQUIRED FROM COMPETITIVE PROPOSALS: |                 |
| COMMERCIAL HIGH PERFORMANCE MONEY MARKET         | 14,000,000.00   |
| LOCAL GOVERNMENT INVESTMENT POOL                 | 6,480,055.18    |
| MONEY MANAGEMENT ACCOUNT                         | 10,482,197.68   |
| U. S. AGENCIES                                   | 18,000,000.00   |
| VIRGINIA AIM PROGRAM (U. S. SECURITIES)          | 32,751,839.65   |
| VIRGINIA RESOURCE AUTHORITY                      | 16,401,380.93   |
| TOTAL  | \$99,717,402.04 |
|  |                 |

MARCH 16, 2004

July /h. Yours EVELYN W. POWERS, TREASURER

# CITY OF ROANOKE PENSION PLAN STATEMENT OF CHANGES IN PLAN NET ASSETS FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2004

|  | FY 2004       | FY 2003         |  |
|--|---------------|-----------------|--|
| Additions:   |               |                 |  |
| Employer Contributions                                       | \$ 3,165,109  | \$ 2,672,612    |  |
| Investment Income  |               |                 |  |
| Net Appreciation (Depreciation) in Fair Value of Investments | 36,102,799    | (24,577,349)    |  |
| Interest and Dividend Income                                 | 1,509,693     | 1,653,443       |  |
| Total Investment Income (Loss)                               | 37,612,492    | (22,923,906)    |  |
| Less Investment Expense                                      | 202,569       | 151,459         |  |
| Net Investment Income (Loss)                                 | 37,409,923    | (23,075,365)    |  |
| Total Additions (Deductions)                                 | \$ 40,575,032 | \$ (20,402,753) |  |
| <u>Deductions</u>  |               |                 |  |
| Benefits Paid to Participants                                | \$ 11,982,871 | \$ 11,025,445   |  |
| Administrative Expenses                                      | 268,871       | 285,744         |  |
| Total Deductions   | 12,251,742    | 11,311,189      |  |
| Net Increase (Decrease)                                      | 28,323,290    | (31,713,942)    |  |
| Net Assets Held in Trust for Pension Benefits:               |               |                 |  |
| Fund Balance July 1  | 283,983,057   | 289,534,315     |  |
| Fund Balance February 29                                     | \$312,306,347 | \$257,820,373   |  |

# CITY OF ROANOKE PENSION PLAN BALANCE SHEET FEBRUARY 29, 2004

|   | FY 2004                                     | FY 2003                                     |
|---|---|---|
| <u>Assets</u>   |   |   |
| Cash Investments, at Fair Value Due from Other Funds Other Assets | \$ 822,558<br>313,006,826<br>1,431<br>6,150 | \$ 547,398<br>258,679,803<br>1,590<br>5,785 |
| Total Assets  | \$ 313,836,965                              | \$ 259,234,576                              |
| Liabilities and Fund Balance                                      |   |   |
| Liabilities:  |   |   |
| Due to Other Funds Accounts Payable                               | \$ 1,530,602<br>16                          | \$ 1,414,203<br>                            |
| Total Liabilities   | 1,530,618                                   | 1,414,203                                   |
| Fund Balance:   |   |   |
| Fund Balance, July 1  | 283,983,057                                 | 289,534,315                                 |
| Net Gain (Loss) - Year to Date                                    | 28,323,290                                  | (31,713,942)                                |
| Total Fund Balance  | 312,306,347                                 | 257,820,373                                 |
| Total Liabilities and Fund Balance                                | \$ 313,836,965                              | \$ 259,234,576                              |